

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
E-Mail: BrownCountyCountyBoard@co.brown.wi.us
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the
public that the following meetings will be held
THE WEEK OF
April 9 – 13, 2018**

MONDAY, APRIL 9, 2018

*4:30 pm	Neville Public Museum Governing Board	3 rd Floor, Neville Public Museum 210 Museum Way
*5:30 pm	Executive Committee	Room 200, Northern Building 305 E. Walnut Street

TUESDAY, APRIL 10, 2018

*9:00 am	Traffic Safety Commission	Sheriff's Department 2684 Development Drive
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WEDNESDAY, APRIL 11, 2018
(No Meetings)

THURSDAY, APRIL 12, 2018

*5:15 pm	Human Services Board	Sophie Beaumont Building 111 N. Jefferson Street
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FRIDAY, APRIL 13, 2018
(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

NEVILLE PUBLIC MUSEUM
OF BROWN COUNTY



BRIDGING COMMUNITIES. CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG

NEVILLE PUBLIC MUSEUM GOVERNING BOARD

AGENDA

April 9, 2018

4:30 p.m.

Neville Public Museum

Boardroom

3rd floor

- I. Call meeting to order
- II. Approve/modify agenda
- III. Museum Directors Report
 - a. Budget Status
 - b. Promotions and Outreach
 - c. Core Gallery Interpretive Plan
- IV. Such other matters as authorized by law
- V. Adjournment

Kevin Kuehn, Chair

Please contact Beth Lemke at 448-7848 if you cannot attend this meeting

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

BOARD OF SUPERVISORS

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E-mail bc_county_board@co.brown.wi.us

EXECUTIVE COMMITTEE

Tom Lund, Chairman, Patrick Moynihan, Jr., Vice-Chairman
Patrick Buckley, Bernie Erickson, Erik Hoyer,
Richard Schadewald, John Van Dyck

EXECUTIVE COMMITTEE

Monday, April 9, 2018

5:30 p.m.

**Room 200, Northern Building
305 E. Walnut St., Green Bay**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION
ON ANY ITEM ON THE AGENDA.**

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify Minutes of March 1, 2018

Comments from the Public

1. Review Minutes of: None.

Legal Bills

2. Review and Possible Action on Legal Bills to be paid.

Communications

3. Communication from County Board Chairman Moynihan, Jr. re: Please accept this communication as an official request from me in regard to seeking a County-wide Dark Store November Referendum Question resolution, to be presented to the Executive Committee for next week's meeting. I ask you to fashion a referendum question which mirrors that of which the Outagamie County Board of Supervisors recently passed.
 - a) Resolution for Dark Store Advisory Referendum.

Resolutions, Ordinances

4. Resolution Approving Budget Adjustment General Fund Transfer.
5. Resolution Regarding a Change in the N.E.W. Zoo and Adventure Park Table of Organization.
6. Resolution Regarding a Change in the Treasurer's Department Table of Organization.
7. Resolution Regarding a Change in Table of Organization for U.W. Extension Teen Market Garden Coordinator – LTE.
8. Ordinance to Amend Subsection 3.25 (County Vehicle I.D. Markings) of Chapter 3 of the Brown County Code of Ordinances. *Referred from March County Board.*

Corporation Counsel

9. Budget Performance Report Fiscal Year to Date - Unaudited.
10. Corporation Counsel's Report.

Human Resources

11. Budget Status Financial Report through February 2018 - Unaudited.
12. Director's Report.

Department of Administration

13. Budget Status Financial Reports for December 2017 and February 2018 - Unaudited.
14. Director of Administration's Report.

County Executive

15. County Executive's Report.

Internal Auditor – No agenda items.

Other

16. Such other matters as authorized by law.
17. Adjourn.

Tom Lund, Chair

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda. The Committee at their discretion may suspend the rules to allow comments from the public during the meeting. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

SHERIFF'S OFFICE

Brown County

2684 DEVELOPMENT DRIVE
GREEN BAY, WISCONSIN 54311
PHONE (920) 448-4200 FAX (920) 448-6370



JOHN R. GOSSAGE
SHERIFF

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.84 of the Wisconsin Statutes, notice is hereby given to the public that a regular meeting of the Brown County Traffic Safety Commission will be held on April 10th, 2018 at 9:00 a.m. at the Brown County Sheriff's Office, 2684 Development Dr., Green Bay, WI 54311.

Agencies reporting fatal traffic crashes for the first quarter of 2018 please forward incident information in advance to Dan Sandberg at:
Sandberg_DO@co.brown.wi.us. Thank you.

A G E N D A

1. Call to Order
2. Old Business
 - a. Approve Minutes from January meeting
 - b. Review/update any action items from previous meeting
3. DOT / BOTS updates
4. 2018 First Quarter Fatal Crash Review
5. Update and Review Place of Last Drink Study
6. Brown County Tavern League Updates
7. Roundtable Discussion
 - a. Stakeholders in attendance bring forth topics for discussion/action
8. Citizen Appearances
9. Next meeting, July 10th, 2018 at 9:00am
10. Adjourn

2018 Future Meetings: July 10th and October 9th

Dan Sandberg-Brown County Sheriff's Office
Brown County Traffic Safety Commission Chairperson

BROWN COUNTY HEALTH & HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600



Erik Pritzl, Executive Director

**MEETING OF THE HUMAN SERVICES BOARD
Thursday, April 12, 2018**

**SOPHIE BEAUMONT BUILDING
111 N. JEFFERSON ST.; GREEN BAY, WI 54301
5:15 P.M.**

AGENDA

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve Minutes of March 8, 2018 Human Services Board Meeting.
4. Foster Care Discussion/Presentation.
5. Executive Director's Report.
6. CTC Administrator Report including NPC Monthly Report.*
7. Reappointment of Pam Page, APNP to the Medical Staff at the CTC
8. Financial Report for Community Treatment Center and Community Services.
9. Statistical Reports.
 - a. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Center.*
 - b. Child Protection – Child Abuse/Neglect Report.
 - c. Monthly Contract Update.*
10. Request for New Non-Continuous Provider & New Provider Contract.*
11. Other Matters.
12. Adjourn Business Meeting.

**Note: attached as written reports*

Notices:




Notice is hereby given that action by the Human Services Board may be taken on any of the items, which are described or listed in this agenda.

Please take notice that additional members of the Board of Supervisors may attend this meeting of the Human Services Board, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

Any person wishing to attend the Human Services Board meeting who, because of a disability, requires special accommodations, should contact the Human Services Department at (920) 448-6006 by 4:30 p.m. on the day before the meeting so that arrangements can be made.



APRIL 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 	2	3 	4 Public Safety-- Canceled	5 Admin 6:00pm	6	7
8	9 Executive Cmte 5:30 pm	10	11	12	13	14
15	16	17 Board of Supervisors Organizational Mtg 9:30 am Veterans Recognition Subcmte 4:30 pm	18	19	20	21
22 	23 Land Con 5 pm PD&T 5:15 pm	24	25 Human Services 6pm	26 Ed & Rec 5:30pm	27	28
29	30					

BROWN COUNTY COMMITTEE MINUTES

- Board of Health (January 9 and (Draft) March 13, 2018)
- Human Services Board (February 8, 2018)
- Planning Commission Board of Directors (February 7, 2018)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

**PROCEEDINGS OF THE BOARD OF HEALTH MEETING
TUESDAY, JANUARY 9, 2018
5:30 PM**

Present: Susan Molenaar, Richard Schadewald, Jay Tibbetts, Cheryl Weber

Excused: James Crawford, Karen Sanchez, Joe Van Deurzen None

Staff Present: Eric Pritzl, Anna Destree, Rob Gollman, Andrea Kressin, Patti Zich (minutes recorder)

1. Call to Order, Welcome, Introductions

Chairman Richard Schadewald called the meeting to order. Mr. Schadewald acknowledged the passing of Jim Vanden Boogart, President of Brown County Citizens for Responsible Wind Energy. Mr. Schadewald offered his condolences to Barb Vanden Boogart. Mr. Schadewald welcomed new Board member Cheryl Weber.

2. Approval / Modification of the Agenda

MOTION: To approve agenda.

Tibbetts / Molenaar

MOTION CARRIED.

3. Approval of Minutes of Meeting of November 14, 2017.

MOTION: To approve the minutes from November 14, 2017.

Molenaar / Tibbetts

MOTION CARRIED.

4. ALICE Project Presentation by Sarah Inman

Sarah Inman presented to the Board of Health regarding the ALICE report which started with the United Way of Northern New Jersey working with Rutgers University to develop a methodology defining what poverty means beyond the federal poverty level. ALICE stands for Asset Limited, Income Constrained, Employed. In Wisconsin, it is estimated that there are 960,131 households unable to make ends meet. The objective of the report was to give a face and a voice to a population that, before the report, couldn't be quantified as there was no methodology to define. Sarah showed statistics from the ALICE Report including a survival budget versus a stability budget, the causes of economic instability, and ALICE household wages and incomes. The United Way points out it is not just about dollars, it is about creative solutions by leveraging all resources, such as local, state, federal, community, faith-based to make an impact.

5. Comments from the Public

Barbara Vanden Boogart, Vice President, Brown County Citizens for Responsible Wind Energy (BCCRWE), Holly Mor Road, Greenleaf, WI. Barb stated she had the privilege to share 35 years with a person of high moral and intellectual integrity and that Jim Vanden Boogart advocated for the well-being of the people in the Shirley Wind Area. She states they are committed to working until there is a resolution to the problem.

6. Environmental Division update

Rob announced on December 19th the laboratory evaluation by the State Lab Inspector was completed. He stated there were no deviations and no violations. Rob stated overall in the last two years we have seen a 4% increase in the total number of lab procedures we are doing. We currently license and inspect 145 pools in Brown County, which is up from 136 last year. January is radon action month and we will be running our \$2.00 per kit promotion January through February. Mr. Schadewald asked if all County facilities are tested. Rob did not think so. Mr. Schadewald will take it to other County Board committees.

7. Nursing Division update

Ann Steinberger provided a written report. Beginning with the 2018-2019 school year; the only vaccine we can offer is influenza. Ann's report showed the State of Wisconsin's activity and trend analysis regarding influenza. Susan asked about Somali population and MMR shots. Ann states we had discussions at the Mosque and people were still reluctant to get vaccines if the child was under 3 years of age. We continue to promote vaccines to that population.

Ann reported that Wisconsin is under a new CDC Regional TB Center; Southeast National TB Center and the University of Florida. She also stated the WI DHS 145 proposes that TB infection will be a reportable condition.

Ann stated the WPHA-WALHDAB Conference will be held May 22-24, 2018 at the KI Convention Center in Green Bay.

8. Community Engagement Division Update

Andrea Kressin stated the goals for 2018 are to measure accountability in our programming and make sure what we are doing is impactful and effective. We are looking at strategies to measure impact within the different community coalitions. Staff training and development is important and we want to make sure everyone has adequate training in a cost effective way. Andrea gave update on Youth Risk Behavior Survey which is a national survey that the CDC developed. It is administered in middle school or in high school and it asks youth about risky behaviors that they may or may not engage in. Terry Zahorik is working to get all schools to take the survey at the same time so we can get county-wide data.

Community engagement modules are being developed and then we can use to data track and evaluate and provide education to appropriate groups. In our Maternal Child Health Grant, we are working on suicide prevention in adolescents by providing QPR training to as many individuals as possible.

9. Health Officer's Report

Anna reported the CHA is complete and we are working now on the CHIP, the Community Health Improvement Plan, which is currently in the hands of the task forces. Anna explained how Oral Health priority was put to sustain mode. The goal is to have the CHIP done by March.

Anna explained we have scholarship funds available for Board of Health members to attend WAHLDB in Green Bay. Registration will open the middle of February. WAHLDB is also putting together a group of health departments who have wind turbines in their areas to discuss having consistent public health messaging around the State.

Dr. Tibbetts indicated there was a suspected case of the measles and wanted to know if there were some lessons learned with that situation. Anna indicated upon discovery of the case, we worked closely with City of

De Pere as the case was in Green Bay but the day care was in De Pere. The communication went well with De Pere and we have a solid partnership with them. Dr. Tibbetts was amazed that the day care workers did not have to show immunization status. Anna indicated we learned that day care providers do not have to prove that they are vaccinated. This room had infants who could not be vaccinated for MMR. That raises a policy question as to what we should be doing statewide and locally in terms of education.

10. Strategic Planning & PHAB Accreditation

Erik Pritzl stated we are at the point in our department where we need to look at our overall strategic planning for the next period 2018-2022. Erik wants division administrators to build around core principles as they form their goals and objectives. One is creating a quality culture across the department and another is creating partnerships and a third is cost effectiveness. Anna has already started to fit these in with what they were doing for accreditation in the Public Health Division.

Anna states our strategic planning long term goal is to be accredited by the Public Health Accreditation Board (PHAB). Anna distributed a draft outline of Health & Human Services–Public Health Division Strategic Plan – Version 1 for the years 2018-2022 with the goal of being accredited in 2022. This year our initiative is creating a quality improvement plan and performance management plan. In 2019 we

would create a workforce development plan. We will have to repeat the Community Health Assessment process in 2020 and the CHIP plan in 2021 with the goal of accreditation in 2022. Anna also distributed the following documents *PHAB Seven Step Accreditation Process*, *PHAB's Five Tier Accreditation Fee Schedule*, and *The Value of PHAB Accreditation*.

11. Receive new information on wind turbines – Standing Item

- Barb Vanden Boogart submitted article by Emily Le Coz and Lucille Sherman dated December 13, 2017 entitled "In the Shadow of Wind Farms."

12. Correspondences

Patti distributed email trail between Dr. Tibbetts and Patrick Evans dated January 2, 2018 together with memo from Erik Pritzl to the Public Safety Committee dated January 2, 2018.

13. All Other Business Authorized by Law

Richard Schadewald would like to discuss at the next Board of Health Meeting the statutory obligations of the Board of Health and a Mission Statement for the Board of Health.

14. Adjournment / Next Meeting

MOTION: To adjourn meeting

Weber / Molenaar

MOTION CARRIED

NEXT MEETING: March 13, 2018 5:00 PM

PROCEEDINGS OF THE BOARD OF HEALTH MEETING
TUESDAY, MARCH 13, 2018
5:00 PM

Present: Richard Schadewald, James Crawford, Susan Molenaar, Karen Sanchez, Jay Tibbetts, Joe Van Deurzen, Cheryl Weber

Excused: None

Staff Present: Eric Pritzl, Anna Destree, Rob Gollman, Ann Steinberger, Emily Desrochers, Kris Kovacic, Andrea Kressin, Tyler Ludeke, Patti Zich (minutes recorder)

1. Call to Order, Welcome, Introductions

Chairman Richard Schadewald called the meeting to order.

2. Approval / Modification of the Agenda

MOTION: To approve agenda.

Van Deurzen / Crawford

3. Approval of Minutes of Meeting of January 9, 2018.

MOTION: To approve the minutes from January 9, 2018.

Jay Tibbetts recommended a correction.

MOTION: To approve the minutes as corrected

Crawford / Van Deurzen

MOTION CARRIED.

4. Comments from the Public

William Acker, 3217 Nicolet Drive, President of Acker & Associates a Consulting Engineering Firm in Green Bay Wisconsin. Mr. Acker presented a paper entitled, "*An Unprecedented Attempt of a County Committee Member to Erase and Change Parts of the Public's Input to Fit His Wishes*," dated March 13, 2017. Mr. Acker states he has been working on the issue of health effects from infrasound for about 10 years now and gave examples of unethical behavior involving the Ehrfurth home near a cooling tower, the Enz's near the Shirley Wind Turbines, an issue that involved a Wisconsin Environmental Group that provided partial funding to the Shirley Wind Report, and when Mr. Crawford submitted his amended proposed minutes for the November 14, 2017 Board of Health meeting. Mr. Acker stated those that follow the Code of Ethics for Engineers are expected to exhibit the highest standards of honesty and integrity. He stated engineering has a direct and vital impact on the quality of life for all people. Accordingly, the services provided by engineers require honesty, impartiality, fairness, and equity, and must be dedicated to the protection of the public, safety, and welfare.

5. Report on Opiate Response Efforts

Kris Kovacic with the Public Health Division and Tyler Luedke with the Human Services Division gave a PowerPoint presentation entitled "*Brown County Health and Human Services Responds to the Opioid Crisis*." Tyler Luedke talked about the work they have done regarding AODA education/prevention at four area high schools. They hope to expand more with youth educational town hall opportunities. Kris stated we received \$7,300 in funding. Accomplishments to date have been a Brown County employee Drug Take Back day, campus security Naloxone trainings at St. Norbert College and UWGB, and had permanent medication drop boxes installed at the Village of Allouez and Town of Suamico. Kris stated other strategies in progress are medication lock boxes and medication deactivation units. There will also be another Drug Take Back held on April 25, 2018 from 1-3 PM at Aging and Disability Resource Center in April for all Brown County employees and marketed to ADRC consumers. Kris states we have recently been awarded an additional \$2,500 which will be used towards Youth Town Hall activities.

6. ServSafe Budget Proposal

Emily Desrochers provided an update on the ServSafe course. In Wisconsin all licensed establishments with 6 or more employees must have at least one certified food manager. Emily provided the Board of Health with DATCP Food Manager Requirements from https://datcp.wi.gov/Pages/Programs_Services/foodmanager.aspx. The ServSafe course would train food services employees the fundamentals of food safety. Brown County

Public Health would be one more location that food service staff can get their certification. Emily has been certified as an instructor and as an exam proctor and she would be teaching the course in English. She is in the process of training an employee who would teach the course in Spanish. Emily gave an overview of what we would expect in the first year of this program regards costs. After the first year, the program will be assessed and adjustments will be made to better serve our community.

7. Review of powers, duties and obligations of Board of Health

Mr. Schadewald briefly reviewed the following documents as a refresher to the Board pertaining to their duties; 1) Chapter 35 of the Brown County Code, 2) Wisconsin Statutes Chapter 251 and 3) Wisconsin Division of Public Health document entitled "*Responsibilities of Board Members*." Mr. Schadewald indicates their main job is to support and encourage initiatives. Dr. Tibbetts stated the Board of Health has never done an evaluation on the Health Officer. Erik Pritzl stated because of the current County structure, the County Executive would do the appointments, confirmations, evaluations and assessments. Mr. Schadewald states that although not required in statute, some Boards of Health may have it written in their local policy that they are responsible for the evaluation of the Health Officer.

8. Environmental Division update

Rob stated he ordered a tattoo establishment closed in January. The facility did not have hot or cold water in the restroom at the hand wash sink and was not keeping records as required. The establishment has not reopened. Rob indicated the Environmental Division is moving to the Highway Department facilities at the end of November and they are working on the layout for that building. The Department of Agriculture has scheduled an on-site assessment of our agent licensing program for December so we are working on getting ready for that. Rob discussed the ServSafe program and the importance of offering it in Spanish.

9. Nursing Division update

Ann Steinberger provided a written report. Influenza activity has peaked the first week of February although high activity can be expected for several more weeks. Ann stated there have been no influenza-associated pediatric deaths in the State of Wisconsin but there has been some nationwide. Ann states we had 3 cases of TB disease in 2017 and 2 cases have recently completed TB treatment. Ann stated that due to the unusual nature of a suspect case, additional testing was completed the CDC and patient tested positive for Leishmania species which is a vector-borne parasite transmitted by sandflies. Ann stated two of her nurses are working on immunization assurance by setting up work groups, reaching out to providers and other health departments on how to increase vaccination rates throughout the lifespan, starting with adolescent vaccines. Ann stated we had one confirmed case of the Seoul Virus in 2017 and it was traced throughout the US and Canada and United Kingdom. There was an article written in the MMWR in which one of our nurses was listed as a contributor. Ann reviewed the statistics for reportable diseases and conditions.

10. Community Engagement Division Update

Andrea Kressin stated the Alcohol and Drug Taskforce is working to align the priorities with the Drug Alliance including having youth, policy, awareness and access focus workgroups. The Mental Health Taskforce strategies are making sure there is a navigation platform in place, screening, and peer support and recovery coaching. The Nutrition and Physical Activity Taskforce is looking at physical activity and food choices and creating culture change in our area. The Oral Health Coalition is now in sustain mode. Andrea stated as Public Health is moving toward population based programs and because of the physical limitations at Sophie Beaumont, we are looking at community type car seat and safe sleep events versus the one on one direct services. She is identifying partners we can work with. Andrea stated in regards to our block grants, we belong to the Brown County Coalition for Suicide Prevention and we are continuing to offer QPR training. Since 2008, we have trained nearly 28,000 individuals in our community how to ask that question and what resources are available. In 2017, we have trained 6,914 individuals and nearly 5,000 were youth in our middle schools and high schools. Andrea stated we have certified four breastfeeding-friendly childcare sites this year and are on track to certify sixteen.

11. Health Officer's Report

Anna reported there is a meeting tomorrow with neighborhood associations in regard to rat traps. Anna will be presenting CDC's education materials on Seal Up! Trap Up! Clean Up! to demonstrate what can be done to prevent rodent infestations. Anna stated at the next general staff meeting we will be working on strategic planning and internal move planning. The goal of our strategic plan will be accreditation and incorporating trauma informed care practices into Public Health in the next five years. Anna stated we are going to use ICS (incident command system) in our move process to have a clear chain of command. Anna stated the

"This is Public Health: Then and Now Flu Clinic" will be on October 17, 2018 at Heritage Hill in celebration of Brown County's 200th anniversary.

Dr. Tibbetts asked Anna if she had any follow up in regard to the WAHL DAB workgroup working with local health departments to develop talking points related to wind turbines. Anna stated that the WAHL DAB work group met and invited the PSC to the last meeting. She stated next year is when the PSC Wind Citing Report is due. Anna stated that she sent the State a list of everything we have and asked them to review and let us know what documents they would like from us. She indicated she will do the same for the PSC.

12. Receive new information on wind turbines – Standing Item

Barb Vanden Boogart, 7463 Holly-Mor Road, Greenleaf.

Barbara submitted a statement entitled "*Lab Test Confirms Inaudible Wind Turbine Sound Causes Adverse Impacts On People*," a document entitled "*Subjective perception of wind turbine noise – The stereo approach*," by Steven Edwin Cooper and Chris Chan dated December 2017 and document entitled "*Sensing but not Hearing: The Problem of Wind Turbine Noise (Interview with acoustician Steven Cooper, AU)*," by Sherri Lang dated February 2, 2018. She stated inaudible sound pulsations occurring at infrasonic rates emitted by wind turbines has been shown to cause perceptible sensations in a landmark laboratory experiment. Barbara states Dr. Cooper's paper shows he can reproduce in his laboratory the acoustic characteristics of wind turbine sound pressure pulsations occurring at infrasonic rates found in homes of people living near utility scale wind turbines, who have filed complaints of adverse sensations and health effects and these inaudible acoustic conditions reliably trigger in self-identified "sensitive people" sensations and adverse effects associated with the complaints by people who live near the footprint of utility scale wind turbines. Barbara further states that wind turbine sound emissions consisting of dynamically modulated pressure pulsations at infrasonic rates synchronized to the Blade Pass Frequency, have been shown to cause sensations and other adverse effects under controlled laboratory conditions. Barbara states alternate explanations, such as the so-called "NOCEBO" effect, are no longer acceptable as counter arguments, since direct cause and effect has been established. Barbara read excerpts from Steve Edwin Cooper's publication.

William Acker, 3217 Nicolet Drive, Green Bay

Mr. Acker stated a lawsuit in the Lake Wind Energy Park in Mason County, Michigan has been settled with 17 families but because of a gag order the Plaintiff's signed, there is little information regarding the details. Mr. Acker submitted a document which compared the two facilities (Lake Wind Energy Park and Shirley Wind Project) entitled "*Comparison of Shirley Wind to the Lake Wind Energy Park That Caused Physical Harm to 17 Residents Who Sued Lake Wind and Won Their Case on June 16, 2014*," by William Acker dated March 13, 2018. Mr. Acker also submitted document entitled "*Pathway to disease: Australian court links wind turbine noise with possible diseases*," by Natalie McGregor, and Hamilton Spectator dated February 15, 2018. Mr. Acker stated in Australia there is the Administrative Appeals Tribunal (ATT) who conducts independent merits review of administrative decisions made under Commonwealth laws. Recently they were asked to review health effects from wind turbines. Mr. Acker stated the conclusions drawn by the Judges was there numerous recorded instances of wind turbine noise which was above 40 dBA – a recognized threshold for annoyance and sleep disturbance. He stated they found there is a significant proportion of the sound emitted by the wind turbines in the infrasound range therefore the best way of accurately measuring wind turbine noise is through raw unweighted measurements which are not averaged across time and are then subjected to detailed narrow band analysis. Mr. Acker stated the dBA weighting system is not designed to measure the sound and is not an appropriate way of measuring it. Mr. Acker stated there is an established association between noise annoyance and some diseases, including hypertension and cardiovascular disease, possibly mediated in part by disturbed sleep and/or psychological stress/distress. He stated these were the conclusions of the two judges.

Dr. Tibbetts submitted document entitled "*Wind power – Jammers for the heart: Mainz researchers investigate the consequences of infrasound*," dated March 5, 2018. Mr. Tibbetts stated Christian-Friedrich Vahl had a friend that was in a wind turbine farm and was complaining of the usual symptoms and that Professor Vahl wanted to look at the cardiac situation as far as heart response. He states Dr. Vahl had a preparation of viable heart tissue and hooked it up to a strain gauge, and subjected it to infrasound. Dr. Tibbetts stated the finding was that the contractility of the heart muscle was reduced by 20%. Dr. Tibbetts stated his conclusions were that the fundamental question of whether the infrasound can affect the heart muscle was answered. Dr. Tibbetts states this report is not yet available but will be in about six months.

13. Correspondences

None.

14. All Other Business Authorized by Law

15. Annual Election of Board of Health Chairperson, Vice Chairperson per Chapter 35.01(5) of the Brown County Code of Ordinances

NOMINATION: Richard Schadewald for Chairperson.

Van Deurzen / Tibbetts

MOTION: To elect Richard Schadewald as Chairperson by unanimous consent. Tibbetts / Van Deurzen

MOTION CARRIED

NOMINATION: James Crawford as Vice-Chairperson.

Van Deurzen / Weber

MOTION: To elect James Crawford as vice-chairperson by unanimous consent. Van Deurzen / Weber

MOTION CARRIED

16. Adjournment / Next Meeting

MOTION: To adjourn meeting

Weber / Van Deurzen

MOTION CARRIED

NEXT MEETING: May 8, 2018 5:00 PM

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, February 8, 2018 at Health & Human Services; Sophie Beaumont Building; 111 N. Jefferson St.; Green Bay, WI 54301

Present: Chairman Tom Lund
Carole Andrews, Jesse Brunette, Bill Clancy, Susan Hyland, Paula Laundrie,
Aaron Linssen

Excused: JoAnn Graschberger, Craig Huxford

Also

Present: Erik Pritzl, Executive Director
Eric Johnson, Finance Manager
Luke Schubert, Hospital & Nursing Home Administrator

1. **Call Meeting to Order:**
The meeting was called to order by Chairman Tom Lund at 5:15 pm.
2. **Approve / Modify Agenda:**
LAUNDRIE/ANDREWS moved to approve the February 8, 2018 Agenda.
The motion was passed unanimously.
3. **Approve Minutes of December 14, 2017 Human Services Board Meeting:**
CLANCY/HYLAND moved to approve the Minutes dated December 14, 2017.
The motion was passed unanimously.
4. **Executive Director's Report:**
Executive Director Erik Pritzl distributed his February report.

January's report was included within the agenda packet, and seeing there were no questions, Pritzl highlighted items from the February report.

General Update:

- Recruitment is ongoing for the Community Services Administrator position (formerly Deputy Director). A few interviews have been scheduled from the current pool of candidates and Pritzl is optimistic about the pool.
- POINT (Poverty Outcomes Improvement Network Team) is a regional initiative led by United Way. Four areas have been identified for improvement: education; economic stability; health and wellness; and family support and social connectedness. Agencies within the region are looking for Green Bay/Brown County projects with the support of continuous improvement facilitators.

Community Services:

Emergency Preparedness

Emergency Support Function (ESF) 6 – we have been reviewing our responsibilities for mass care, human services, housing and emergency assistance if activation is needed. Working alongside Preparedness Community Educator from Public Health, and other supporting agencies, we had a roundtable discussion about the plan and our various roles.

We received ideas for improvement and clarification of roles, and are discussing a tabletop exercise in the coming months.

Children, Youth and Families

January has been busy for Child Protective Services, with 45 same-day referrals; the highest number we have seen in three years.

CLANCY: Can you give us a reason?

PRITZL: There have been some pretty significant cases. Our supervisors saw the numbers, and said we need to make sure we correctly identify same-day referrals. We want to make sure we have this (the numbers) right and we didn't just send people out when it could have been a next-day or within five-days versus a same-day referral. Same-days (referrals) are very stressful for staff, and if there are 45, that is over two per day that we were handing out. That is unusual. We will see if it carries over into February, but we also want to look back to see if we correctly identified the cases.

ANDREWS: Do we use any software to help with this? Somewhere in my reading over the last couple of months, there was an article on communities using software developed specifically to help them weed out the cases that need to be seen now.

PRITZL: Yes, there are actuarial models. Right now, the State guides all policy decisions; they give us the screening guides, they tell us how to make those decisions. I know the Department of Children and Families is aware of those risk models and they have talked about using them, but they haven't developed them yet. Pennsylvania has had good success with that. Wisconsin does need to look at that, but it needs to come at the State level.

Behavioral Health

Our January 2018 Emergency Detention numbers look about the same as January 2017.

There has been some interest at the Criminal Justice Coordinating Board to form a court services division or department to bring together different program units to serve the Treatment Court and Diversion programs. We are looking at whether this stays with Health & Human Services, or if it becomes its own department. We are working with the Human Services Committee on this, providing information, and looking for guidance back.

Community Treatment Center

The census is stable, a little higher than the previous month, but nothing to be concerned about.

We are working with Administration to assess operations at the CTC. We will be working with a consulting firm to look at short- and long-term options as far as expenses and services offered to make sure we have a good mix of services and revenue models to support operations. This will be going forward in the next month or two. We will select a group to help, and then we will start framing the study.

Not Included within February Report

We do have more of a schedule regarding the move of Public Health to Sophie Beaumont as well as the Duck Creek/Highway Building in Howard. It appears, in March, we will be moving some staff out of Sophie Beaumont to Northern Building. The group moving to the Highway Building would be Environmental Health. They were viewed as the group that could be a stand-alone operation with the Sanitarians and the Lab could be constructed there.

Other units of Public Health are moving to Mezzanine Level of Sophie Beaumont, and shifting current staff down to the first floor. It should be completed in 2018; September

timeframe is when Public Health would move in with final completion by end of November with all units in place.

Discussion centered on how Sophie Beaumont is not a large enough building to hold the whole Health and Human Services Department, and the eventual need for the department to be located in a larger space, where the whole department could be housed under one roof.

LAUNDRIE/ANDREWS moved to receive the Executive Director's Report and place on file. Motion was carried unanimously.

5. CTC Administrator Report including NPC Monthly Report:

January's report was included within the agenda packet, and since there were no questions, Administrator Luke Schubert referred to his February report and highlighted the following:

There are a couple contracts up for review, with one awaiting feedback from the medical director seeking knowledge of other services out there in mobile x-ray services.

There was one unsubstantiated patient care grievance filed in January.

Performance Improvement Projects

Treatment Planning: There were some historical concerns that came up through the CMS & DHS reviews. The focus is on individualized, measurable specific goals for each client, and we are doing really well on this. We are continuing to monitor this and keep the project going in 2018 to focus more on the technical elements of a review every seven days; each one is signed by a client, etc. We are also doing a software upgrade to this portion of the Avatar system.

Readmissions and Discharge Planning: We came close to our goal. It is effective that we have a Discharge Planning Committee meeting involving all stakeholders (e.g., Crisis Center, case manager, etc.).

Clients with No Insurance: We made some minor changes between billing and Economic Support to be sure we are capturing all the clients we can that we can bill and get them benefits. There will always be a small percentage of patients who will still refuse to fill out the paperwork for benefits.

CLANCY: People will not complete the paperwork to receive benefits?

SCHUBERT: The alternative may be a strategy (by the clients) of "I am not going to apply for benefits because I am not going to pay the bill." As a department we have some actions we can do like tax garnishments or collections when people refuse to pay the invoices they are receiving, but we cannot force them to apply for medical assistance benefits. We approach them at least three times, while they are under our care.

PRITZL: Some people don't want to provide the government with their information. Some will say they are over-assets, I make too much money, and won't fill out the paperwork.

SCHUBERT: Of the clients we identified and approached to complete applications, 8% refused to complete an application, which is down from last year (our goal was 10%); so more people are completing them. Of the ones completed, 75% were eligible for medical assistance and received benefits.

JOHNSON: For the Nursing Home, which are longer-term stays, they understand that even if they are over-assets now, in a month or so they will be under, and we have much more success.

LUND: There is also more family involvement and more time to decide and understand the process.

SCHUBERT: Most (that won't fill out the paperwork) are emergency placements.

HYLAND: 92% (completion of benefits paperwork) is a pretty good percentage.

SCHUBERT: Our Economic Support division does a great job at tracking those down.

Revised Recommendations for 2018 PIPs from the QAPI Committee:

- *CTC New Staff Orientation*: to increase retention and reduce turnover, get better/more data from Human Resources
- *Treatment Planning*: (discussed earlier in meeting, please see above)
- *Insurance Authorizations & Appeals*: starting new process to be sure we are adequately capturing authorizations; we have noticed some technical denials for not submitting the request for authorization prior to admission. Trying to work with Crisis Center to submit the authorization before the client reaches the CTC.
- *Legionellosis Water Treatment Monitoring*: a new DHS/CMS requirement to monitor for it; Brown County Facilities department says we should be OK since our building is newer.
- *EM-1 Medical Clearance Throughput*: monitoring the data that is controllable on our side; much data has been presented on when time starts for an officer starts on a call, and total officer time spent on a call. We are looking at from when the CTC was notified to when the client is admitted. Revised intake and admission form to include this time.

LAUNDRIE: So (for example) the two hours the police were involved prior to Crisis or waiting at Crisis that is not going to enter into the equation?

SCHUBERT: I want to focus on our controllable time because there is a lot of information that could skew that data.

LUND: Crisis reports out what their data is?

PRITZL: We receive numbers. I am unsure if they are tracking time. They are tracking response time on their mobile crisis.

LUND: Crisis Centers should track their time for the encounter, too. Every so often you have meetings discussing this, so all stakeholders should have their information down, because one without the other doesn't make a lot of sense.

PRITZL: The only law enforcement jurisdiction that has made an effort to track this is Green Bay Police Department. This is one of the things we want the Crisis Coordinator to work on; a consistent reporting measure across jurisdictions. One jurisdiction – which accounts for a good portion of our Emergency Detentions – but what does that look like for other jurisdictions? The Brown County Sheriff handles a significant portion of our Emergency Detentions as well, and we don't have numbers from them.

LUND: So we don't have numbers from DePere, Ashwaubenon...?

PRITZL: No. We have raised the issue that we would like to look at this across jurisdictions. Green Bay tracks differently, and they have the capability.

SCHUBERT: My hope is once we have the Crisis Coordinator on-board, we can look at other systems, like Milwaukee, to see what they are tracking, what they have for data, and we could get an average metric to shoot for. We'd like to have some other evidence-based data to look at.

LUND: So Milwaukee has that data?

SCHUBERT: They have some good data.

LUND: What about Madison? Racine? Appleton/Outagamie?

PRITZL: I know their detention numbers; I don't know their time numbers. We are concerned with the time we can control. The legal decision making, the clinical decision making is going to take time. The fact that we are restricting someone's rights by placing them in a locked institution needs to be done very carefully and

deliberately. There are parts that can be controlled, but the person is in police custody, and until they are at an accepting facility, they are in custody. The accepting facility decision is made on a crisis assessment. It would be nice to see average times; we know what Green Bay has, but we don't know others.

SCHUBERT: We would like to get better data to the conversation.

Active Shooter Alarm at CTC

Active shooter alarm at CTC was tripped last Friday (February 2). We appreciated the quick response of the Sheriff's Office. It was a mistake, and we are hoping to take the positives away. We want to hear from Sheriff and 911 to discuss what went well, and what can be approved on; gathering data with staff that filled out reports, look at policy and procedures, get stakeholders/jurisdictions together and see what we can learn. It is unfortunate it happened, but we will take the best from it.

LINSSEN / HYLAND moved to receive the CTC Administrator Report and place on file.
Motion was carried unanimously.

6. Reappointment of Kayla Guns (APNP) and Angela Gutche (APNP) to Community Treatment Center Medical Staff:

Both of their files were made available to the Human Services Board. Both Guns and Gutche were unanimously approved by CTC Medical staff following their probationary period.

ANDREWS / LAUNDRIE moved to reappoint Kayla Guns and Angela Gutche (APNPs) to the Community Treatment Center Medical Staff.

Motion was carried unanimously.

7. Financial Report for Community Treatment Center and Community Services:

Finance Manager Eric Johnson referred to his report included within the packet and highlighted the following:

January 2018 Report – 2017 year-end shows significant Purchase Services levels resulting in unfavorable budget variance. However, very favorable CCS and WIMMCR cost report settlements from 2016 and adjustments from 2015, have been received, but are not final yet. There is a required "pick up session" which adjusts those numbers and we are working through that now. There is a potential those additional revenues may cover most of the Purchase Services, so it is possible we will come out closer to budget.

February 2018 Report – This is an unusual month for us as 2017 year-end is not closed, and January is not closed. Good payroll and benefit numbers for two first pay periods in 2018. Both CTC and Community Services show 8% of the annual budget for overall personnel costs. We will need to keep an eye on personnel costs during the first quarter, but there was significant overtime pay for the nursing home.

LINSSEN: The items you mentioned regarding 2017 budget, when will we see that? Will it be counted in 2017 or will it carry over into 2018 for the balance sheets?

JOHNSON: The initial settlement amounts were received in 2017, and we would include anything that is received or expected to be received before we close the books. The books won't close until the middle of March, so we can still accrue things back into 2017.

LUND: Budget adjustments will come through the Human Services Committee, and then come back to the (HS) Board.

JOHNSON: By the end of March, you should be seeing the final 2017 numbers, and budget adjustments that might be needed.

PRITZL: The first budget adjustment should come through in the next two weeks.

JOHNSON: The next time this board meets, I still won't have final numbers, but I should have more information that I can provide.

CLANCY / LAUNDRIE moved to approve the Financial Report and place on file.
Motion was carried unanimously.

8. Statistical Reports: a, b & c

Please refer to the packet which includes this information.

ANDREWS / HYLAND moved to receive Statistical Reports a, b & c and place on file.
Citizen Board Member, Jesse Brunette abstained, as his employer is included within the reports. Motion was passed.

9. Request for New Non-Continuous Provider & New Provider Contract:

Please refer to the packet which includes this information.

ANDREWS / LAUNDRIE moved to receive New Non-Continuous Provider and New Provider Contract Reports and place on file.
Motion was carried unanimously.

11. Other Matters:

Citizen Board Member, Paula Laundrie commented the case examples within the reports, including the short narratives, are the high point of all the information she receives within the packets. She likes seeing the success stories, and how we are utilizing diverse providers within our county.

Next Meeting: Thursday, March 8, 2018 at 5:15 p.m.
Sophie Beaumont Building
111 N. Jefferson Street
Green Bay, WI 54301

11. Adjourn Business Meeting:

LAUNDRIE / LINSSEN moved to adjourn.
Motion passed unanimously.

Chairman Lund adjourned the meeting at 6:02 p.m.

Respectfully Submitted,
Catherine Foss
Office Manager

BROWN COUNTY HEALTH & HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-2188



Erik Pritzl, Executive Director

Phone (920) 448-6000 Fax (920) 448-6166

To: Human Services Board
Human Services Committee

From: Erik Pritzl, Executive Director

Date: February 8, 2018

Re: Executive Director's Report

General Updates:

Recruitment is continuing for a Community Services Administrator (formerly titled Deputy Director). During the time the position has been vacant, duties have been covered by the Executive Director and Managers. Interviews are being scheduled over the next two weeks, and we are hopeful that a successful recruitment is the outcome.

The Poverty Outcomes Improvement Network Team (POINT) Regional Steering Council met for a planning session last week. This is a regional initiative to increase self-sufficiency of all people in Northeast Wisconsin. The effort has been led by the United Way organizations in three communities (Green Bay, Fox Cities, and Oshkosh) in partnership with the community foundations in these communities. There are four drivers identified for improvement—education, economic stability, health and wellness, and family support and social connectedness. Agencies in the region are working on projects attached to the drivers, with support of continuous improvement facilitators.

Community Services:*Emergency Preparedness*

The division has been reviewing Emergency Support Function (ESF) 6, and the responsibilities for mass care, human services, housing and emergency assistance if activation is needed. With the support of a Preparedness Community Educator in the Public Health division, a meeting was convened with support agencies for the ESF 6 on February 1st. A follow up meeting will be scheduled to review response plans and assess procedures.

Child Protection is starting the year very active. In January, there were 45 “same day” referrals meaning these situations required a same day response by an Initial Assessment caseworker. This is the highest number of same day responses observed in a three year period. Overall referrals were also at the highest level for a month in a three year period.

Behavioral Health

January was active for emergency detentions (96), but consistent with 2017 (95). More agreements and commitment orders were pursued this year. This needs to be watched because if this continues, there could be pressure put on case management staff to meet the increased caseload.

Related to Behavioral Health, there has been interest at the Criminal Justice Coordinating Board in forming a court services division or department to bring together different program units to serve the Treatment Court and Diversion programs. This could include staff assigned to the Treatment Courts, the jail liaison position, and future positions, if needed, for program expansion.

Community Treatment Center:

January showed a somewhat higher census for the Community Treatment Center residential units associated with inpatient psychiatric care and stabilization. Nicolet Psychiatric Center averaged a daily census of 11.9 for the month, and daily census for Bay Haven (CBRF) was at 4.2.

The department continues to work with Administration to assess operations at the Community Treatment Center for efficiencies and optimal service delivery options for the facility going forward. We will collaboratively engage a consulting firm to assess short-term and long-term planning needs for expenses and services offered at the Community Treatment Center.

BROWN COUNTY HEALTH & HUMAN SERVICES

Brown County Community Treatment Center
3150 Gershwin Drive
Green Bay, WI 54305-2188



Luke Schubert, Hospital & Nursing Home Administrator

Phone (920) 391-4701 Fax (920) 391-4872

NPC January Monthly Report

1. **Patient Care Issues**- There was no patient care concerns noted in January.
2. **Contracted Services Issues** – There were two contract reviews conducted at the CTC in January: Mobilexusa Portable Diagnostic Services Agreement and Bellin Laboratory Services. The Mobilexusa contract is still under review in relation to the evaluation of service expectations. The Resource Laboratory contract with Bellin Health will be sent out for RFP based on our purchasing policy due to an upcoming change in service integration with Electronic Medical Records system.
3. **Summary of patient complaints**- There was one patient care grievance filed in January. The concern was unsubstantiated.
4. **Federal/State Regulatory Concerns**- There was no new CMS or DHS surveys conducted during the month of January on NPC or any of the inpatient units. We have one pending DHS self-report pending for follow up. That review will occur at Bayshore Village.
5. **Approval of Medical Staff appointments**- Kayla Guns, APNP and Angela Gutche, APNP were unanimously recommended for reappointment by the Medical Staff Committee in January. The re-appointment checklist with supporting documentation is brought to the committee for review and request for reappointment approval.
6. **Other Business**-

Updates on Performance Improvement Projects:

- a. ***Treatment Planning*** – Interdisciplinary Team documentation of measurable, specific goals for treatment plans has drastically improved. We have identified some new areas that need additional compliance monitoring so the PIP

is proposed to be edited accordingly so that these new elements can be monitored for compliance.

b. ***Readmissions and Discharge Planning*** – We finished the calendar year at 9.8 % on a goal of 9.6 % with our readmission rate; A QA Monitoring Plan recommended for 2018. The discharge planning committee will continue to meet and assess client readmission cases and the overall Crisis system in relation to the effect on client readmission rates.

c. ***Clients with no Insurance*** – Project goal met; QA Monitoring Plan recommended for 2018.

Revised Recommendations for 2018 PIPs from the QAPI Committee include:

- a. CTC New Staff Orientation
- b. Treatment Planning (*Revised*)
- c. Insurance Authorizations & Appeals
- d. Legionellosis Water Treatment Monitoring
- e. EM-1 Medical Clearance Throughput (*planned to be initiated when Crisis Coordinator is on-boarded*)

Official Project Charters will be brought to the March 2018 Human Services Board meeting for more discussion, evaluation, and consent for approval.

Active Shooter Alarm @ CTC:

On Friday 02/02/2018, there was an inadvertently activated alarm at the Brown County Community Treatment Center. While the response was what we would hope for and expect in a real emergency situation, this was not a legitimate emergency situation. Evacuations were made based upon proper protocol and at no time was anyone in danger. We appreciated the quick response by law enforcement agencies and apologize for any unnecessary alarm.

We are in the process of conducting a full After Action Review (AAR) event evaluation to determine the strengths of our response and to identify any system improvements that could be made to further enhance policies and procedures, as well as to mitigate any future false alarm occurrences.

Respectfully submitted by:

Luke Schubert, NHA; Hospital and Nursing Home Administrator

BROWN COUNTY HEALTH & HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600



Phone (920) 448-6000 Fax (920) 448-6166

Erik Pritzl, Executive Director

To: Human Services Board and Human Services Committee

Date: February 8, 2018

Subject: YTD 1/27/18 Personnel Costs for Community Treatment Center and Community Services

Community Treatment Center

Personnel costs for the Community Treatment Center as of 1/27/18 show YTD payroll and benefit costs at 8% of the annual budget which matches the general benchmark following 2 of 26 payrolls for the year. However, due to rounding actual expense is approximately 0.5% over budget or \$50,595 as a dollar variance.

This variance is in part due to the New Year holiday included in the first pay period of the year, but also indicates the need for monitoring personnel costs in all areas at CTC closely during the first quarter of 2018.

Average daily census compared to budget during January is shown below:

	<u>Actual</u>	<u>Budget</u>
Bayshore Village	60.6	61.4
Nicolet Psychiatric Center	11.9	11.5
Bay Haven CBRF	4.2	5.0

Community Services

Personnel costs for Community Services as of 1/27/18 show YTD payroll and benefit costs at 8% of the annual budget which matches the general benchmark following 2 of 26 payrolls for the year. This resulted in an unfavorable dollar variance of \$793 which indicates overall personnel costs are tracking very close to the level anticipated in the budget.

Respectfully Submitted,

Eric Johnson
Finance Manager



Community Treatment Center Personnel Costs by Division

Fiscal Year to Date 01/27/18

Account	Account Description	Adopted Budget	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/	Prior Year Total
Fund 630 - Community Treatment Center									
Division 050 - CBRF									
5100	Regular earnings	181,667.00	182,733.00	13,441.12	.00	13,441.12	169,291.88	7	245,012.35
5102	Paid leave earnings	.00	.00	3,369.18	.00	3,369.18	(3,369.18)	+++	24,273.72
5103	Premium	.00	.00	1,494.79	.00	1,494.79	(1,494.79)	+++	27,490.89
5109	Salaries reimbursement	.00	.00	.00	.00	.00	.00	+++	(2,115.88)
5110	Fringe benefits	58,518.00	58,671.00	7,211.07	.00	7,211.07	51,459.93	12	99,884.99
5198	Fringe benefits - Budget only	210.00	210.00	.00	.00	.00	210.00	0	.00
Division 050 - CBRF Totals		\$240,395.00	\$241,614.00	\$25,516.16	\$0.00	\$25,516.16	\$216,097.84	11%	\$394,546.07
Division 051 - Hospital									
5100	Regular earnings	1,696,590.00	1,707,656.00	105,376.41	.00	105,376.41	1,602,279.59	6	1,605,248.67
5102	Paid leave earnings	.00	.00	14,293.96	.00	14,293.96	(14,293.96)	+++	167,668.94
5103	Premium	71,243.00	71,243.00	12,503.61	.00	12,503.61	58,739.39	18	130,506.54
5109	Salaries reimbursement	.00	.00	.00	.00	.00	.00	+++	(3,948.50)
5110	Fringe benefits	579,730.00	581,318.00	48,538.07	.00	48,538.07	532,779.93	8	663,503.07
5198	Fringe benefits - Budget only	(3,130.00)	(3,130.00)	.00	.00	.00	(3,130.00)	0	.00
Division 051 - Hospital Totals		\$2,344,433.00	\$2,357,087.00	\$180,712.05	\$0.00	\$180,712.05	\$2,176,374.95	8%	\$2,562,978.72
Division 052 - Nursing Home									
5100	Regular earnings	2,249,089.00	2,262,680.00	170,839.28	.00	170,839.28	2,091,840.72	8	2,183,518.78
5102	Paid leave earnings	.00	.00	19,229.63	.00	19,229.63	(19,229.63)	+++	256,515.55
5103	Premium	156,528.00	156,528.00	28,386.56	.00	28,386.56	128,141.44	18	253,094.79
5109	Salaries reimbursement	.00	.00	.00	.00	.00	.00	+++	(18,822.79)
5110	Fringe benefits	986,399.00	988,350.00	87,697.32	.00	87,697.32	900,652.68	9	1,021,064.11
5198	Fringe benefits - Budget only	(1,793.00)	(1,793.00)	.00	.00	.00	(1,793.00)	0	.00
Division 052 - Nursing Home Totals		\$3,390,223.00	\$3,405,765.00	\$306,152.79	\$0.00	\$306,152.79	\$3,099,612.21	9%	\$3,695,370.44



Community Treatment Center Personnel Costs by Division

Fiscal Year to Date 01/27/18

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
Fund 630 - Community Treatment Center										
Division 053 - Support Services										
5100	Regular earnings	892,805.00	9,012.00	901,817.00	57,766.04	.00	57,766.04	844,050.96	6	765,732.41
5102	Paid leave earnings	.00	.00	.00	9,941.70	.00	9,941.70	(9,941.70)	+++	99,496.55
5103	Premium	30,200.00	.00	30,200.00	2,892.83	.00	2,892.83	27,307.17	10	45,972.34
5109	Salaries reimbursement	.00	.00	.00	.00	.00	.00	.00	+++	(11,434.66)
5110	Fringe benefits	362,233.00	1,294.00	363,527.00	32,886.77	.00	32,886.77	330,640.23	9	362,762.56
5198	Fringe benefits - Budget only	806.00	.00	806.00	.00	.00	.00	806.00	0	.00
Division 053 - Support Services Totals		\$1,286,044.00	\$10,306.00	\$1,296,350.00	\$103,487.34	\$0.00	\$103,487.34	\$1,192,862.66	8%	\$1,262,529.20
Division 100 - Administrative										
5100	Regular earnings	1,432,884.00	9,452.00	1,442,336.00	88,730.29	.00	88,730.29	1,353,605.71	6	1,063,411.59
5102	Paid leave earnings	.00	.00	.00	10,507.84	.00	10,507.84	(10,507.84)	+++	169,983.82
5103	Premium	.00	.00	.00	997.16	.00	997.16	(997.16)	+++	18,411.16
5109	Salaries reimbursement	.00	.00	.00	.00	.00	.00	.00	+++	(7,946.59)
5110	Fringe benefits	523,617.00	1,356.00	524,973.00	47,724.75	.00	47,724.75	477,248.25	9	543,427.20
5198	Fringe benefits - Budget only	3,907.00	.00	3,907.00	.00	.00	.00	3,907.00	0	.00
Division 100 - Administrative Totals		\$1,960,408.00	\$10,808.00	\$1,971,216.00	\$147,960.04	\$0.00	\$147,960.04	\$1,823,255.96	8%	\$1,787,287.18
Community Treatment Center Totals		\$9,221,503.00	\$50,529.00	\$9,272,032.00	\$763,828.38	\$0.00	\$763,828.38	\$8,508,203.62	8%	\$9,702,711.61
								Prorated 2018 Budget		
								\$713,233.23		
								YTD Budget Variance		
								(\$50,595.15)		



Community Services Personnel Costs by Division

Fiscal Year to Date 01/27/18

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
Fund 201 - Community Services										
Division 110 - Agency Mgt										
5100	Regular earnings	1,286,154.00	15,788.00	1,301,942.00	87,469.29	.00	87,469.29	1,214,472.71	7	1,105,103.03
5102	Paid leave earnings	.00	.00	.00	7,652.56	.00	7,652.56	(7,652.56)	+++	161,661.55
5103	Premium	10,635.00	.00	10,635.00	15.87	.00	15.87	10,619.13	0	10,059.88
5109	Salaries reimbursement	.00	.00	.00	.00	.00	.00	.00	+++	(3,813.47)
5110	Fringe benefits	448,559.00	2,266.00	450,825.00	39,726.86	.00	39,726.86	411,098.14	9	463,100.89
5198	Fringe benefits - Budget only	3,519.00	.00	3,519.00	.00	.00	.00	3,519.00	0	.00
Division 110 - Agency Mgt Totals		\$1,748,867.00	\$18,054.00	\$1,766,921.00	\$134,864.58	\$0.00	\$134,864.58	\$1,632,056.42	8%	\$1,736,111.88
Division 130 - Econ Sup										
5100	Regular earnings	2,634,797.00	24,861.00	2,659,658.00	176,098.06	.00	176,098.06	2,483,559.94	7	2,271,432.44
5102	Paid leave earnings	.00	.00	.00	26,283.95	.00	26,283.95	(26,283.95)	+++	325,376.52
5103	Premium	8,661.00	.00	8,661.00	7.37	.00	7.37	8,653.63	0	19,592.15
5109	Salaries reimbursement	.00	.00	.00	.00	.00	.00	.00	+++	(6,953.30)
5110	Fringe benefits	1,305,613.00	3,565.00	1,309,178.00	112,732.80	.00	112,732.80	1,196,445.20	9	1,203,169.06
5198	Fringe benefits - Budget only	16,081.00	.00	16,081.00	.00	.00	.00	16,081.00	0	.00
Division 130 - Econ Sup Totals		\$3,965,152.00	\$28,426.00	\$3,993,578.00	\$315,122.18	\$0.00	\$315,122.18	\$3,678,455.82	8%	\$3,812,616.87
Division 140 - Child & Fam										
5100	Regular earnings	5,994,165.00	135,469.00	6,129,634.00	433,216.62	.00	433,216.62	5,696,417.38	7	5,474,423.32
5102	Paid leave earnings	.00	.00	.00	50,905.90	.00	50,905.90	(50,905.90)	+++	696,522.50
5103	Premium	43,657.00	.00	43,657.00	11,496.34	.00	11,496.34	32,160.66	26	212,647.35
5109	Salaries reimbursement	.00	.00	.00	.00	.00	.00	.00	+++	(16,297.25)
5110	Fringe benefits	2,357,821.00	19,437.00	2,377,258.00	194,154.36	.00	194,154.36	2,183,103.64	8	2,233,690.98
5198	Fringe benefits - Budget only	7,975.00	.00	7,975.00	.00	.00	.00	7,975.00	0	.00
Division 140 - Child & Fam Totals		\$8,403,618.00	\$154,906.00	\$8,558,524.00	\$689,773.22	\$0.00	\$689,773.22	\$7,868,750.78	8%	\$8,600,986.90



Community Services Personnel Costs by Division

Fiscal Year to Date 01/27/18

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 201 - Community Services										
Division 160 - Adult & Fam										
5100	Regular earnings	401,880.00	10,144.00	412,024.00	25,436.83	.00	25,436.83	386,587.17	6	316,623.48
5102	Paid leave earnings	.00	.00	.00	2,116.39	.00	2,116.39	(2,116.39)	+++	51,741.59
5103	Premium	.00	.00	.00	69.69	.00	69.69	(69.69)	+++	1,912.56
5109	Salaries reimbursement	.00	.00	.00	.00	.00	.00	.00	+++	(5,019.85)
5110	Fringe benefits	158,542.00	1,455.00	159,997.00	11,179.21	.00	11,179.21	148,817.79	7	135,310.86
5198	Fringe benefits - Budget only	946.00	.00	946.00	.00	.00	.00	946.00	0	.00
Division 160 - Adult & Fam Totals		\$561,368.00	\$11,599.00	\$572,967.00	\$38,802.12	\$0.00	\$38,802.12	\$534,164.88	7%	\$500,568.64
Division 170 - Behavioral Health										
5100	Regular earnings	3,299,863.00	61,054.00	3,360,917.00	202,981.33	.00	202,981.33	3,157,935.67	6	2,702,382.25
5102	Paid leave earnings	.00	.00	.00	30,027.96	.00	30,027.96	(30,027.96)	+++	374,370.27
5103	Premium	3,770.00	.00	3,770.00	322.79	.00	322.79	3,447.21	9	32,052.82
5109	Salaries reimbursement	.00	.00	.00	.00	.00	.00	.00	+++	(10,111.72)
5110	Fringe benefits	1,287,225.00	8,761.00	1,295,986.00	93,277.80	.00	93,277.80	1,202,708.20	7	1,116,704.80
5198	Fringe benefits - Budget only	4,265.00	.00	4,265.00	.00	.00	.00	4,265.00	0	.00
Division 170 - Behavioral Health Totals		\$4,595,123.00	\$69,815.00	\$4,664,938.00	\$326,609.88	\$0.00	\$326,609.88	\$4,338,328.12	7%	\$4,215,398.42
Community Services Totals		\$19,274,128.00	\$282,800.00	\$19,556,928.00	\$1,505,171.98	\$0.00	\$1,505,171.98	\$18,051,756.02	8%	\$18,865,682.71
								Prorated 2018 Budget		
								\$1,504,379.08		
								(-\$792.90) YTD Budget Variance		

**BROWN COUNTY COMMUNITY TREATMENT CENTER
JANUARY 2018 BAY HAVEN STATISTICS**

ADMISSIONS	January	YTD 2018	YTD 2017
Voluntary - Mental Illness	24	24	30
Voluntary - Alcohol	0	0	0
Voluntary - AODA/Drug	0	0	0
Police Protective Custody - Alcohol	0	0	0
Commitment - Alcohol	0	0	0
Commitment - Drug	0	0	0
Court-Ordered Evaluation	0	0	0
Emergency Commitment- Alcohol	0	0	0
Emergency Detention - Drug	0	0	0
Emergency Detention - Mental Illness	0	0	0
Court Order Prelim. - Mental Illness	0	0	0
Court Order Prelim. - Alcohol	0	0	0
Court Order for Final Hearing	0	0	0
Commitment - Mental Illness	0	0	0
Return from Conditional Release	0	0	0
Court Order Prelim. - Drug	0	0	0
Other - EPP	2	2	1
TOTAL	26	26	31

ADMISSIONS BY UNITS			
Bay Haven	26	26	31
TOTAL	26	26	31

ADMISSIONS BY COUNTY			
Brown	23	23	27
Door	1	1	1
Kewaunee	0	0	0
Oconto	1	1	1
Marinette	0	0	0
Shawano	1	1	0
Waupaca	0	0	1
Menominee	0	0	0
Outagamie	0	0	0
Manitowoc	0	0	0
Winnebago	0	0	0
Other	0	0	1
TOTAL	26	26	31

READMIT WITHIN 30 DAYS			
Bay Haven	1	1	0
TOTAL	1	1	0

AVERAGE DAILY CENSUS	January	YTD 2018	YTD 2017
Bay Haven	4.2	4.2	6.0
TOTAL	4.2	4.2	6.0

INPATIENT SERVICE DAYS			
Bay Haven	131	131	187
TOTAL	131	131	187

BED OCCUPANCY			
Bay Haven	28%	28%	40%
TOTAL (15 Beds)	28%	28%	40%

DISCHARGES			
Bay Haven	24	24	28
TOTAL	24	24	28

DISCHARGE DAYS			
Bay Haven	89	89	133
TOTAL	89	89	133

AVERAGE LENGTH OF STAY			
Bay Haven	4	4	5
TOTAL	4	4	5

AVERAGE LENGTH OF STAY BY COUNTY			
Brown	5	5	6
Door	4	4	3
Kewaunee	0	0	0
Oconto	2	2	2
Marinette	0	0	0
Shawano	7	7	0
Waupaca	0	0	3
Menominee	0	0	0
Outagamie	0	0	0
Manitowoc	0	0	0
Winnebago	0	0	0
Other	4	4	5
TOTAL	4	4	5

In/Outs	Current	YTD	2017
	4	4	4

**BROWN COUNTY COMMUNITY TREATMENT CENTER
JANUARY 2018 NICOLET PSYCHIATRIC CENTER STATISTICS**

ADMISSIONS	January	YTD 2018	YTD 2017
Voluntary - Mental Illness	11	11	10
Voluntary - Alcohol	0	0	0
Voluntary - AODA/Drug	0	0	0
Police Protective Custody - Alcohol	0	0	0
Commitment - Alcohol	0	0	0
Commitment - Drug	0	0	0
Court-Ordered Evaluation	0	0	0
Emergency Commitment- Alcohol	0	0	0
Emergency Detention - Drug	0	0	0
Emergency Detention - Mental Illness	46	46	53
Court Order Prelim. - Mental Illness	0	0	0
Court Order Prelim. - Alcohol	0	0	0
Court Order for Final Hearing	0	0	0
Commitment - Mental Illness	0	0	0
Return from Conditional Release	8	8	8
Court Order Prelim. - Drug	0	0	0
Other	0	0	0
TOTAL	65	65	71

ADMISSIONS BY UNITS			
Nicolet	65	65	71
TOTAL	65	65	71

ADMISSIONS BY COUNTY			
Brown	53	53	50
Door	2	2	1
Kewaunee	0	0	2
Oconto	5	5	3
Marinette	2	2	0
Shawano	0	0	2
Waupaca	0	0	0
Menominee	0	0	0
Outagamie	2	2	4
Manitowoc	0	0	3
Winnebago	0	0	1
Other	1	1	5
TOTAL	65	65	71

READMIT WITHIN 30 DAYS			
Nicolet	5	5	9
TOTAL	5	5	9

AVERAGE DAILY CENSUS	January	YTD 2018	YTD 2017
Nicolet	11.9	11.9	10.7
TOTAL	11.9	11.9	10.7

INPATIENT SERVICE DAYS			
Nicolet	368	368	332
TOTAL	368	368	332

BED OCCUPANCY			
Nicolet	74%	74%	67%
TOTAL (16 Beds)	74%	74%	67%

DISCHARGES			
Nicolet	69	69	73
TOTAL	69	69	73

DISCHARGE DAYS			
Nicolet	362	362	377
TOTAL	362	362	377

AVERAGE LENGTH OF STAY			
Nicolet	5	5	5
TOTAL	5	5	5

AVERAGE LENGTH OF STAY BY COUNTY			
Brown	6	6	5
Door	4	4	1
Kewaunee	0	0	4
Oconto	4	4	3
Marinette	5	5	0
Shawano	0	0	9
Waupaca	0	0	0
Menominee	0	0	0
Outagamie	3	3	5
Manitowoc	4	4	7
Winnebago	0	0	2
Other	8	8	4
TOTAL	5	5	5

In/Outs	Current	YTD	2017
	1	1	0

Report of Child Abuse/Neglect or Service Request by Month

Month	2015	2016	2017	% Change from 2016 to 2017	2018	% Change from 2017 to 2018
January	415	435	466	6.65%	509	9.23%
February	432	463	455	-1.73%		
March	460	466	423	-9.23%		
April	455	452	448	-.88%		
May	422	465	550	18.28%		
June	330	348	352	1.15%		
July	312	301	288	-4.32%		
August	282	312	369	18.27%		
September	420	497	440	-11.47%		
October	440	430	517	20.23%		
November	426	435	449	3.22%		
December	415	407	416	2.21%		
Total	4809	5011	5173	3.23%		

Reports Investigated/Services Offered by Month

Month	2015	2016	2017	% Change from 2016 to 2017	2018	% Change from 2017 to 2018
January	146	116	151	23.18%	171	13.25%
February	141	141	135	-4.26%		
March	161	124	144	16.13%		
April	144	138	149	7.97%		
May	147	135	154	14.07%		
June	143	99	123	24.24%		
July	113	101	112	10.89%		
August	113	88	139	57.95%		
September	150	126	146	15.87%		
October	141	101	163	61.39%		
November	100	119	143	20.17%		
December	121	129	109	-15.50%		
Total	1620	1417	1668	17.71%		

HUMAN SERVICES
2018 PROVIDER CONTRACT LIST - 3/5/2018

Agency	Service(s) Description	Target Client	Program Unit(s)	Contract Sent	Contract Returned	Updated Not-to-Exceed Amount
Acceptational Minds LLC	Living skills for autistic and/or behaviorally-challenged children and their families	Children	CLTS, CABHU, JJ	11/20/17	1/15/18	\$800,000
A & J Vans Inc.	Vehicle modifications for families with disabled children	Families of disabled children	CLTS, C-COP	12/7/17	12/8/17	\$65,000
Adams L AFH	3-4 bed traditional adult family home	MH/AODA	Behavioral Health, CMHP	11/20/17	1/2/18	\$124,000
Advocates for Healthy Transitional Living LLC	Treatment foster care placing agency and respite care	High behavioral needs children	CABHU, CPS, CLTS	12/4/17	1/15/18	\$900,000
Affinity Health (St. Elizabeth Hospital & Affinity Medical Group)	Inpatient detox services	MH/AODA	Behavioral Health	11/21/17		\$25,000
Anderson, Campell Educational Teaching (ACE)	Daily living skills training	Children	CLTS	11/20/17	1/8/18	\$48,000
Angels on Arcadian	CBRF (assisted living)	DD, PD	CMHP	11/20/17	11/30/17	\$75,000
Anna's Healthcare (formerly County Living)	CBRF (assisted living)	MH/AODA	Behavioral Health, CMHP	11/20/17	1/2/18	\$100,000
ASPIRO Inc.	Birth to 3 services, respite, prevocational training, adult day programming	Children with disabilities	BT3, CMHP, CLTS	12/7/17	12/7/17	\$695,000
Assisted Living by Hillcrest (Bishop's Court, Birch Creek and Allouez Parkside Village #)	CBRF (assisted living) for APS use	At-risk adults	APS	11/21/17	1/18/18	\$60,000
Bellin Health Occupational Health Solutions	Drug screenings and transporting inpatient clients to court	Adult parents	CPS, CABHU	11/16/17	1/2/18	\$10,000
Bellin Psychiatric Center	Inpatient psychiatric and detox services	MH/AODA	Behavioral Health	12/28/17		\$400,000
Better Days Mentoring	Youth mentoring services, daily living skills	Youth	CPS, JJ, CLTS	11/20/17	11/27/17	\$95,000
Boil Adult Care Concepts	Corporate adult family home (assisted living) with CCS services for high needs behavioral health	MH/AODA	Behavioral Health, CMHP	11/20/17	11/28/17	\$170,000
Brotoloc Health Care System	CBRF and corporate adult family homes (assisted living)	PD with MH issues	Behavioral Health, CMHP	11/20/17	11/28/17	\$500,000
Care for All Ages (CFAA)	CBRF (assisted living), child day care (day care used VERY sparingly)	PD with MH issues	Behavioral Health, CMHP	11/20/17	12/7/17	\$35,000
Catholic Charities of the Diocese of GB	Teen Parenting program, fiscal agent services, domestic violence group	Teens	CPS, CMHP	1/8/18 revised	1/9/18	\$154,000
Centerpiece LLC	Social learning groups for children with social communication challenges	Children	CLTS	11/20/17	1/9/18	\$15,000
CP Center	Respite and daily living skills	Children with disabilities	CLTS, C-COP, BT3	1/11/18	1/11/18	\$65,000
Childrens Service Society	Treatment foster care placing agency	Children	CLTS	11/27/17	12/18/17	\$10,000
Chileada Institute	Children high-needs residential care center (RCC)	High behavioral needs children	CPS	11/27/17	1/2/18	\$175,000
Choices to Change	Group home for juvenile offenders	Juvenile offenders	JJ	11/28/17	12/14/17	\$200,000

HUMAN SERVICES
2018 PROVIDER CONTRACT LIST - 3/5/2018

Agency	Service(s) Description	Target Client	Program Unit(s)	Contract Sent	Contract Returned	Updated Not-to-Exceed Amount
Clarity Care Inc.	CBRF (assisted living), home health care	PD with MH issues	CMHP	12/12/17		\$25,000
Comfort Keepers	Supportive home care services for Dementia Crisis Innovation Grant	At-risk adults	APS	12/12/17	1/8/18	\$13,500
Communication Pathways LLC	Social learning groups for children with social communication challenges	Children	CLTS, C-COP	11/21/17	1/2/18	\$38,000
Compass Development	CBRF (assisted living)	PD with MH issues	Behavioral Health, CMHP	11/20/17	12/11/17	\$62,000
Curative Connections (formerly NEW Curative)	Supportive home care, specialized transportation, prevocational training, daily living skills, CCS services	MH/AODA and LTC children	Behavioral Health, CMHP, CABHU, CLTS	12/4/17	12/18/17	\$400,000
Curo Care LLC	Corporate adult family homes (assisted living)	PD with MH issues	Behavioral Health, CMHP	11/21/17	11/22/17	\$200,000
Deer Path Assisted Living Inc.	CBRF, corporate adult family homes (assisted living)	MH/AODA	Behavioral Health, CMHP	11/20/17	11/27/17	\$120,000
Dodge County (DBA Clearview Behavioral Health)	Brain injury rehabilitation center	Adults w/traumatic brain injury	Behavioral Health	11/16/17	1/8/18	\$285,000
Dynamic Family Solutions	Family counseling/treatment programs	Families of juvenile offenders	JJ	11/20/17	12/18/17	\$100,000
Elsner AFH	1-2 bed traditional adult family home	MH	Behavioral Health, CMHP	11/20/17		\$17,500
Encompass Child Care	Child day care	Children	CPS	12/4/17	1/2/18	\$25,000
Engberg AFH	1-2 bed traditional adult family home	MH	Behavioral Health, CMHP	1/15/18 to Diane	1/16/18	\$21,000
Exceptional Equestrians	Hippotherapy and therapeutic riding to clients with special needs	Children with disabilities	CLTS, C-COP	11/27/17	11/29/17	\$20,000
Expressive Therapies LLC	Music therapy for children	Children	CLTS	11/27/17	12/21/17	\$25,000
Family Services of Northeast Wisconsin Inc.	CBRF (assisted living), CRISIS Center services, counseling, CCS services	MH/AODA, children	Behavioral Health, CABHU, APS, CPS, CMHP	12/18/17	12/21/17	\$3,100,000
Family Training Program	Parenting/family skills training	CPS parents, parents of juvenile offenders	JJ, CSP	11/20/17	12/14/17	\$288,000
Family Works Programs, Inc.	Treatment foster care placing agency	Children	CPS, JJ	11/27/17	11/27/17	\$25,000

HUMAN SERVICES
2018 PROVIDER CONTRACT LIST - 3/5/2018

Agency	Service(s) Description	Target Client	Program Unit(s)	Contract Sent	Contract Returned	Updated Not-to-Exceed Amount
Foundations Health and Wholeness, Inc.	Treatment foster care placing agency and CCS Services	Children and adults	CPS, CABHU, Behavioral Health	11/21/17	1/23/18	\$175,000
Friendship House	Group home for juvenile offenders	Juvenile offenders	JJ	11/28/17	1/9/18	\$150,000
Golden House	Domestic abuse services	Adults in need	CPS, APS	11/16/17	12/11/17	\$63,086
Gonzalez AFH	3-4 bed traditional adult family home	PD with MH issues	Behavioral Health, CMHP	11/20/17	12/17/17	\$24,000
Goodwill Industries	Prevocational services	PD with MH issues	CMHP	11/20/17	11/21/17	\$2,500
Green Bay Transit Commission - NO CONTRACT	Bus passes for transportation to/from school, meetings with parents, etc.	CPS case children and adults	CPS	N/A	N/A	N/A
Greenfield Rehabilitation Agency, Inc.	Birth to 3 services	Children with disabilities	BT3	12/7/17	1/2/18	\$510,000
Helping Hands Caregivers	Supportive home care	PD with MH issues	CMHP	12/12/17	1/15/18	\$8,000
Home Instead Senior Care	Supportive home care	PD with MH issues	CMHP	12/12/17	1/2/18	\$8,000
Homes for Independent Living	CBRF (assisted living)	MH	Behavioral Health	11/20/17	12/5/17	\$200,000
HME Home Medical	Medical and therapeutic supplies and equipment	Children	CLTS and C-COP	12/7/17		\$25,000
Improved Living Services	Corporate adult family homes (assisted living), CCS services	MH	Behavioral Health	11/20/17	1/16/18	\$100,000
Independent Mobility Plus	Medical and therapeutic supplies and equipment	Children	CLTS and C-COP	12/7/17	1/4/18	\$35,000
Infinity Care Inc.	CBRF (assisted living), home health care	PD with MH issues	Behavioral Health, CMHP	11/28/17	12/7/17	\$95,000
Innovative Counseling	CCS services	BH children and adults	Behavioral Health, CABHU	11/20/17	1/8/18	\$60,000
Innovative Services	Corporate adult family home (assisted living), CCS services, daily living skills, supportive home care	High-needs MH	Behavioral Health, CABHU, JJ, CPS, CMHP, CLTS	11/27/17	11/28/17	\$2,000,000
Jackie Nitschke Center Inc.	AODA residential and intensive outpatient services	AODA adults and youth	Behavioral Health, CABHU	12/27/17	1/2/18	\$100,000
Jacobs Fence	Fence construction	At-risk of elopment	CLTS	12/4/17		\$25,000

HUMAN SERVICES
2018 PROVIDER CONTRACT LIST - 3/5/2018

Agency	Service(s) Description	Target Client	Program Unit(s)	Contract Sent	Contract Returned	Updated Not-to-Exceed Amount
KCC Fiscal Agent Services	Payor of client-hired personal care workers		CLTS, CMHP	12/4/17	12/18/17	\$800,000
KUEHG - Kindercare	Child day care	Children	CPS	12/27/17	1/4/18	\$50,000
Kimbrough, Ellen AFH	1-2 bed traditional adult family home	MH	Behavioral Health	11/20/17	1/9/18	\$23,700
Lad Lake	Youth high-needs residential care center (RCC)	High behavioral needs children	JJ, CPS	12/4/17	12/8/17	\$150,000
Lutheran Social Services	CBRF (assisted living) with CCS services	MH/AODA	Behavioral Health	11/27/17		\$905,000
Lutheran Social Services (Homme Home)	Youth (all male) high-needs residential care center (RCC)	High behavioral needs children	CPS, JJ	1/11/18 revised	1/29/18	\$300,000
Macht Village Programs Inc. (MVP)	Respite care, counseling, daily living skills, CCS services, treatment foster care child placing agency	High behavioral needs children	CABHU, CLTS, CPS, JJ	11/27/17	1/2/18	\$700,000
Marco Services Inc. - TERMINATED 1/22/18	AODA residential services	AODA adults	Behavioral Health	11/21/17	12/14/17	\$100,000
Matthews Senior Living	CBRF (assisted living)	PD with MH issues	Behavioral Health, CMHP	11/20/17	1/11/18	\$55,000
McCormick Memorial Home	CBRF (assisted living)	MH/AODA	Behavioral Health	11/20/17	1/8/18	\$60,000
Mooring Programs Inc.	AODA residential services	AODA adults	Behavioral Health	11/21/17	1/2/18	\$100,000
My Brother's Keeper	Male Mentoring Program	Juvenile males	JJ	11/21/17	12/1/17	\$10,000
Mystic Meadows LLC	Corporate AFH (assisted living)	MH/AODA	Behavioral Health, CMHP	11/20/17	11/21/17	\$30,000
NEW Community Shelter Inc.	Homeless sheltering services	MH	Behavioral Health	11/16/17	1/4/18	\$40,000
Northwest Passage	Children high-needs residential care center (RCC)	High behavioral needs children	CPS, JJ	12/4/17	12/11/17	\$125,000
Nova Counseling Services Inc.	AODA residential services	AODA adults	Behavioral Health	12/7/17	12/18/17	\$100,000
Nurses PRN Home Care	Skilled nursing services	Children	CPS, CLTS	12/7/17	12/7/17	\$45,000
Oconomowoc Development Training Center	Residential care center (RCC) for juvenile offenders	Juvenile offenders	JJ	12/12/17	1/29/18	\$175,000
Options Counseling Services (Kolnonia)	AODA residential services	AODA adults	Behavioral Health	11/21/17	11/28/17	\$35,000
Options for Independent Living Inc.	CCS services, home modification assessments	MH/AODA	Behavioral Health, CLTS	11/27/17	12/18/17	\$10,000
Options Treatment Program	AODA treatment, CCS services	AODA youth and adults	JJ, Drug Court	12/7/17	1/9/18	\$70,000

HUMAN SERVICES
2018 PROVIDER CONTRACT LIST - 3/5/2018

Agency	Service(s) Description	Target Client	Program Unit(s)	Contract Sent	Contract Returned	Updated Not-to-Exceed Amount
Paragon Industries	Daily respite care	Children with long-term care needs	CLTS	11/27/17	12/18/17	\$195,000
Parmentier AFH	3-4 bed traditional adult family home	MH	Behavioral Health, CMHP	11/20/17	11/30/17	\$44,500
Pathways Treatment	AODA residential treatment for dual diagnosis clients	AODA/MH (dual diagnosis) Children	Behavioral Health	1/15/18 revised	1/16/18	\$375,000
Pillar and Vine, Inc.	Treatment foster care placing agency	Children	CPS/JJ	11/28/17	1/8/18	\$25,000
Prevea Health	Drug screenings	CPS parents, AODA, JJ youth	Behavioral Health, CABHU, JJ, CP, ES	12/7/17	12/14/17	\$45,000
Productive Living Systems	Corporate adult family homes, CBRF (assisted living), supportive apartment program	MH/AODA	Behavioral Health, CMHP	11/27/17		\$200,000
Productive Living Systems (Pnuema LLC)	CBRF (assisted living)	PD with MH issues	Behavioral Health, CMHP	11/27/17		\$120,000
Psychological Consultants of Green Bay	Psychological assessments to determine competency	Elderly, DD	APS	11/27/17	12/18/17	\$25,000
Ravenwood Behavioral Health	Nursing home for high-needs MH clients	High-needs MH	Behavioral Health	11/16/17	1/29/18	\$100,000
Rawhide, Inc.	Residential care center (RCC) for juvenile offenders	Juvenile offenders	JJ	11/27/17	12/11/17	\$200,000
Rehabilitation House (Bletzinger)	CBRF			12/7/17	1/2/18	\$60,000
REM Wisconsin	Corporate adult family home, CBRF (assisted living)	MH, PD with MH issues	Behavioral Health, CMHP	11/20/17	11/21/17	\$200,000
Sandhill Child Development Center (New Mexico) - THEIR CONTRACT, NOT OURS	Care of an extremely high needs CPS child that we cannot find placement for in WI	Specific CPS Child	CPS	N/A	N/A	\$200,000
Social Thinkers	Social learning groups for children with social communication challenges	Children	CLTS	11/27/17	1/4/18	\$27,500
Spatz/Ziegelbauer Receiving Home	Receiving home for emergency placements	Children in need	CPS	11/13/17	11/22/17	N/A
Spectrum Behavioral Health	CCS services	Children	CLTS, CABHU	11/27/17	1/16/18	\$50,000
St. Vincent Hospital	Birth to 3 services, home delivered meals	Children with disabilities	BT3	12/11/17	1/4/18	\$250,000
Talbot AFH	1-2 bed traditional adult family home	MH	Behavioral Health	11/20/17	1/11/18	\$15,000
Tomorrow's Children Inc.	Children high-needs residential care center (RCC)	High behavioral needs children	CABHU	11/27/17	1/23/18	\$100,000
Trempealeau County Health Care	County-run adult family homes, CBRF (assisted living), and institute for mental disease	Very high-needs MH	Behavioral Health	11/16/17	11/27/17	\$1,600,000
United Translators	Interpreter/translation services	Non-english speaking	APS, CPS	11/27/17	1/8/18	\$10,000
Vande Hey Receiving Home	Receiving home for emergency placements	Children in need	CPS	11/13/17	1/4/18	N/A

HUMAN SERVICES
2018 PROVIDER CONTRACT LIST - 3/5/2018

Agency	Service(s) Description	Target Client	Program Unit(s)	Contract Sent	Contract Returned	Updated Not-to-Exceed Amount
VanLanen Receiving Home	Receiving home for emergency placements	Children in need	CPS	11/13/17	11/20/17	N/A
Villa Hope	CBRF (assisted living), supportive apartment program	MH/AODA	Behavioral Health	1/23/18		\$1,400,000
Willow Creek Behavioral Health (SBH)	Inpatient psychiatric and detox services	MH/AODA	Behavioral Health	12/12/17	1/2/18	\$300,000
Wisconsin Family Ties	Family support and advocacy services	Parents of MH/juvenile offenders	CABHU, JJ	11/20/17	11/22/17	\$26,000
Wisconsin Lock and Load Electronic Monitoring	UA observed collection and transport for veterans treatment court	AODA adults	Treatment Courts	11/20/17	11/20/17	\$20,000
Wisconsin Lock and Load Transport	Provides secure transportation to/from GB to other state facilities	MH, JJ	Behavioral Health, JJ	11/20/17	1/15/18	\$35,000

Brown County Human Services
New Non-Contracted and Contracted Providers
 January 29, 2018

REQUEST FOR NON-CONTINUOUS/NON-CONTRACTED PROVIDER			
PROVIDER	SERVICE DESCRIPTION	NOT-TO-EXCEED AMOUNT	DATE
Kids in the Kountry	Ongoing day care for CPS children	\$10,000	12/21/17
Maehnowesekiyah Wellness	Domestic violence and parenting classes for client	\$10,000	12/21/17
Individual	Rent for CPS family	\$10,000	12/21/17
Individual	Ongoing respite for a non-related CPS child	\$10,000	12/21/17
Individual	Ongoing respite for a non-related CPS child	\$10,000	1/11/18
Green Bay Housing Authority	Security deposit for CPS family	\$10,000	1/11/18
Camp Akeela	Summer camp utilized by the CLTS unit	\$10,000	1/11/18
Bullfrogs and Butterflies Childcare	Day care used by a foster parent for a CPS child	\$10,000	1/11/18
Pulaski Community School District	Transportation to/from school for foster care children	\$10,000	1/16/18
Wrightstown Community School District	Transportation to/from school for foster care children	\$10,000	1/16/18
Ashwaubenon School District	Transportation to/from school for foster care children	\$10,000	1/16/18
Howard-Suamico School District	Transportation to/from school for foster care children	\$10,000	1/16/18
School District of West De Pere	Transportation to/from school for foster care children	\$10,000	1/16/18
School District of Denmark	Transportation to/from school for foster care children	\$10,000	1/16/18
Unified School District of De Pere	Transportation to/from school for foster care children	\$10,000	1/16/18
Individual	In-home supervision of mother and newborn through In-Home Safety Services	\$10,000	1/18/18
Diversity Counseling	Spanish-spoken counseling services for CPS client	\$10,000	1/18/18
Individual	Ongoing respite for a non-related CPS child	\$10,000	1/25/18
Mayo Clinic	Medical services for a client at Trempealeau	\$10,000	1/25/18
Individual	In-home supervision of mother and newborn through In-Home Safety Services	\$10,000	1/25/18
Individual	Ongoing respite for a non-related CPS child	\$10,000	1/25/18
Individual	Ongoing respite for a non-related CPS child	\$10,000	1/25/18
Individual	Ongoing respite for a non-related CPS child	\$10,000	1/25/18
Individual	Ongoing respite for a non-related CPS child	\$10,000	1/25/18
Individual	Rent to avoid CPS family eviction	\$10,000	1/25/18
Individual	Reimbursement to foster parent for dental bill	\$10,000	1/29/18
GRACE (Green Bay Area Catholic Education) Schools	Early education for delayed CPS child	\$10,000	1/29/18

REQUEST FOR NEW PROVIDER CONTRACT				
PROVIDER	SERVICE DESCRIPTION	TARGET CLIENTS	NOT-TO-EXCEED CONTRACT AMOUNT	DATE
Engberg AFH	1-2 bed adult family home	Behavioral Health	\$21,000	1/26/18

Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, February 7, 2018
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	<u>X</u>	Phil Hilgenberg	<u>Exc</u>	Ray Tauscher	<u>Exc</u>
Brian Brock	<u>X</u>	Jacob Immel	<u>Exc</u>	Norbert Van De Hei	<u>X</u>
William Clancy	<u>X</u>	Kathleen Janssen	<u>X</u>	Jason Ward	<u>Exc</u>
Norbert Dantine, Jr.	<u>X</u>	Dotty Juengst	<u>Exc</u>	Dave Wiese	<u>Exc</u>
Bernie Erickson	<u>X</u>	Dave Kaster	<u>X</u>	Matthew Woicek	<u>X</u>
Kim Flom	<u>X</u>	Patty Kiewiz	<u>Exc</u>	Reed Woodward	<u>X</u>
Steve Grenier	<u>X</u>	Michael Malcheski	<u>X</u>		
Mark Handeland	<u>X</u>	Gary Pahl	<u>X</u>		
Matthew Harris	<u>X</u>	Terry Schaeuble	<u>Exc</u>	Br. Co. Board-DePere (Vacant)	
Frederick Heitl	<u>Exc</u>	Melissa Tanke	<u>X</u>	City of Green Bay (Vacant)	

OTHERS PRESENT: Chuck Lamine, Cole Runge, Kathy Meyer

Rich Heidel, Village of Hobart President introduced Melissa Tanke. Melissa Tanke will be filling in for Glen Severson for the next few months.

1. Approval of the minutes of the December 6, 2017 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by G. Pahl and seconded by M. Harris to approve the minutes of the December 6, 2017 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. Discussion and action regarding Highway Safety Improvement Program Performance Measure Targets for 2018.

C. Runge explained that now that the WisDOT has established statewide targets for the five HSIP performance measures for fatalities and serious injuries, MPO staff had six months after the end of last August to establish calendar year targets for each of the performance measures. C. Runge stated that staff recommends supporting the WisDOT targets.

Staff requests approval of the resolution by the Planning Commission Board adopting Highway Safety Improvement Program Performance Measure Targets for 2018.

Brief discussion occurred on the reduction targets and reaching the goals. C. Runge stated that the MPO will support WisDOT's targets by continuing to develop long-range plans and other transportation planning products and programming projects in our TIP that are consistent with and support the attainment of these targets.

A motion was made by B. Erickson and seconded by G. Pahl to approve the Highway Safety Improvement Program Performance Measure Targets for 2018. Motion carried.

3. Brown County Planning Commission staff updates on work activities during the months of December 2017 and January 2018.

Question asked about the vacancy of the Transportation/GIS Planner position.

C. Runge explained that D. Yoder was promoted to another division as a Senior Planner and the Department will be hiring for a Transportation Planner I.

More information was asked concerning bullet items 2 & 3, under C. Runge's activity report on page 2, regarding the Southern Bridge.

C. Runge explained that item #2 is the continuing process of completing a traffic analysis and conceptual interchange design. C. Runge stated he is hoping that the consultant will be able to finish the analysis in the next month or two.

C. Runge explained that when you do an Environmental Impact Statement (EIS), one of the things you have to do at the very beginning of the process is to submit a Project Initiation Letter (PIL). This is submitted to the Federal Highway Administration for review and approval. Basically this formally acknowledges to the federal government that you are going to proceed with the EIS. C. Runge explained that when we began the EIS process back in the mid 2000's, we did submit and have a PIL approved by federal highway, but once we finish the traffic analysis and conceptual interchange design process we'll be reinitiating our EIS development process with the intention of finishing that within the next year - year and half. Because the process began in the mid 2000's, C. Runge stated they were asked to submit an amended PIL. C. Runge explained that they had to formally reinitiate the process through this letter. As a part of this, C. Runge also had to submit an amended Notice of Intent (NOI), which is something that has been published in the federal register and that is really the official beginning for re-initiation of that process.

Question asked about last bullet on page 3 under C. Runge's activity report regarding stormwater runoff.

C. Runge explained that this is a specific item in the 2018 work program and the most recent federal transportation law identified stormwater runoff management as a specific planning factor that staff has to take a close look when doing plans and studies. In May of 2015, Planning Commission approved an amended set of project scoring criteria and point system for the projects in the Transportation Improvement Program. When we did this, before the new federal transportation law was enacted, we did not include a stormwater runoff management criterion or point value. C. Runge explained that staff is working with the Transportation Subcommittee members to determine if we could develop criteria that could be included in the scoring system and give points for best management practices when it comes to stormwater management. C. Runge stated staff is in the process of doing this right now.

A motion was made by S. Grenier and seconded by K. Flom to receive and place on file the staff updates on work activities during the months of December 2017 and January 2018.

4. Director's Report:

C. Lamine stated that the Principal Planner position was split into two Senior Planner positions. Devin Yoder was promoted to a Senior Planner position - general and Todd Mead was promoted to the Senior Planner position - housing. This left two vacancies for the Planner I position, and those two positions have been posted.

C. Lamine provided an update on some of the contracted projects.

- Local Assistance for the Town of Green Bay. Assistance in area development planning work around the Marian Shrine area. The Town is expecting a lot of activity and people coming to the Shrine. D. Yoder will be taking the lead on this project, and there is a meeting scheduled with the Town next week to kick-off the project.
- Town of Wrightstown Comprehensive Plan. This project has been on hold since the Principal Planner left due to staff shortage. D. Teaters and D. Yoder will be working together on the comprehensive plan for the Town.
- Town of Holland Comprehensive Plan. D. Teaters is working on this project.

C. Lamine provided an update on a couple of other major projects.

- STEM Innovation Center Building. C. Lamine stated that they are making progress on the architectural design, kicked off the environmental impact assessment process and will be holding a public hearing next Wednesday. The UW System Board of Regents will be meeting tomorrow on the new mechanical engineering program and will take a final vote on Friday.
- Coastal Management Grant. C. Lamine stated that they kicked-off the Safe Harbor Study with a presentation at the Green Bay Great Lakes Area Fishing club.
- Southern Bridge Project. C. Lamine stated progress is being made on this project.

5. Other Matters:

B. Clancy stated he has been approached by the local conservation group in the area concerning the phragmites. Brief discussion on obtaining funding. N. Dantine encouraged B. Clancy to contact the UW Extension office.

M. Handeland stated that coming up soon, the Town of Ledgeview will have another application submitted for a manure facility for a large farm and was wondering what role does the County have. C. Lamine stated that the County does not have jurisdiction, that zoning decisions are made at the local level. B. Erickson provided an update and stated that this is a state ordinance, this was passed back last October and gave the Land Conservation department authority to notify all the respective communities that all set-backs go by state regulations, but each town has its own set-backs.

6. Adjourn

A motion was made by G. Pahl and seconded by B. Clancy to adjourn. Motion carried.

The meeting adjourned by 6:55 p.m.

**STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
February 7, 2018**

December 2017 & January 2018 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Coordinated and attended the Brown County Planning Commission meeting December 6.
- Attended Economic Development Committee Department Head meetings with County Executive.
- STEM Innovation Center Building Project Management:
 - Several meetings with County Executive and various County representatives regarding development of the Brown County Research and Business Park and the STEM Innovation Center Building.
 - Attended several Design Programing Meetings as well as five detailed meetings with the building tenant groups.
 - Updated detailed task list and completion schedule with UW System and County staff.
 - Selected GEI Consultants for completion of Environmental Assessment Study report for the STEM Innovation Center project on the UWGB campus. Reviewed draft documents, provided additional data to consultant, and participated in coordination meeting on January 3.
 - Worked with Deputy Corporation Counsel on Land Lease documents.
 - Met with Deputy County Executive twice to discuss development of a management organization for the STEM Innovation Center building and the Brown County Research Park on the UWGB campus.
 - Recruited participants for the STEM Building Lease Working Group and facilitated kick-off meeting.
 - Discussed lease issues and opportunities for cost reductions with all building tenants.
 - Met with Somerville staff to discuss mechanical, electrical, and plumbing (MEP) design issues.
 - Met with Somerville staff to discuss data and information technology design issues.
 - Met with UWGB Facilities and Public Safety, Brown County Facilities, and Brown County Sheriff to coordinate security, law enforcement, and monitoring needs.
 - Researched UW System and potential Wisconsin Public Service Commission (PSC) issues with electrical connection to the building. Participated in several meetings to address and overcome the problem.
 - Met with building occupants to address space reduction opportunities.
- CDBG Housing program:
 - Assisted Planner I – Housing with administration of the CDBG Housing program.
 - Assisted the Planner I – Housing with 2017 grant application for State CDBG Housing Rehabilitation program.
 - Attended the December 13 County Board meeting for the 2017 CDBG Housing Grant Application resolution.
 - Assisted Planner I - Housing with completion of the CDBG Housing Grant Quarterly report document.

- Coastal Management Grant Safe Harbor Study
 - Completed 3rd Quarter 2017 Grant Progress Report
 - Coordinated with new Senior Planner to renew efforts on the study.
 - Assisted Senior Planner with development of a stakeholder/user survey.
 - Attended the January meeting of the Green Bay Area Great Lakes Fishermen's Club with Senior Planner and presented the survey document to members.
- Town of Green Bay Marion Shrine Area Plan Study
 - Initiated project kick-off with Senior Planner and Town of Green Bay representatives.
 - Reviewed plan scope document with Senior Planner.
- Attended the Brown County/City of Green Bay Stadium District meeting on December 4.
- Attended NeoGov Training.
- Attended two days of mandatory personnel training.
- Coordinated with Senior Land Use Planner regarding Sewer Service Area Plan amendments and Environmentally Sensitive Area (ESA) protection.
- Discussed the status of the Interstate Access Justification Report's (IAJR's) Engineering and Operations Analysis with Brown County's consultant (SRF), the Principal Transportation Planner, and WisDOT and FHWA staff.
- Conducted Planning and Land Services Department managers staff meetings and Planning Staff meetings.
- Attended several coordinating meetings to discuss implementation of the new land records computer system (LandNav) with PALS, Technical Services, and Treasurer's Office staff.
- Participated in a meeting to discuss the Zoning records scanning project.
- Conducted performance reviews for PALS department management staff and planning division staff.
- Completed recruitment of Senior Planner (Housing) and Senior Planner (General Planning) positions.
- Initiated recruitment for vacant Administrative Secretary, Planner I (Housing), and Planner I Transportation/GIS positions.
- Participated in meeting with the County Executive, as well as representatives of the Administration, Planning, Highway, and Port and Solid Waste Departments to discuss potential port development opportunities.
- Participated in NE Wisconsin Regional CDBG Teleconference Meeting.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Developed potential Southern Bridge funding scenarios at the request of the Wisconsin Department of Transportation (WisDOT) and Federal Highway Administration (FHWA). Also submitted the potential funding scenarios to WisDOT and FHWA for review and comment.
- Prepared for and participated in a conference call with the County Planning Director and representatives of WisDOT, FHWA, and SRF Consulting to discuss the potential Southern Bridge project funding scenarios and the status of the Interstate Access Justification Report's (IAJR's) Engineering and Operations analysis.
- Developed an amended Project Initiation Letter (PIL) for the Southern Bridge Environmental Impact Statement (EIS) at the direction of FHWA.
- Completed rating forms for the two proposals that were submitted to develop the Green Bay Area Public School District/City of Green Bay Safe Routes to School-Bike and Pedestrian Plan in 2018. Also participated on a panel that interviewed the two applicants and worked with the other panelists to choose the consulting firm that will develop the plan.

- Collected information about “safe ride” program funding sources and organizational models for a meeting with the Brown County Tavern League President. Also met with the Tavern League President to discuss his concept for a safe ride bus program in Brown County. Following the meeting, I sent him information about bridge openings in Downtown Green Bay.
- Researched overnight parking programs throughout the United States and other information regarding incentives for people to avoid drinking and driving.
- Participated in the January 2018 meeting of the Brown County Traffic Safety Commission.
- Chaired the December 2017 meeting of the Brown County Transportation Coordinating Committee (TCC).
- Prepared a letter on behalf of the Brown County TCC regarding the committee’s approval of Brown County’s 2018 Specialized Transportation Assistance (Section 85.21) Program grant application.
- Developed project agreements between the Brown County Planning and Land Services (PALS) Department and the recipients of 2018 Section 85.21 Program funds.
- Met with the Brown County Public Works Department Director and Engineering Manager to discuss potential oversized/overweight (OSOW) and OSOW High Clearance truck routes to and from the Port of Green Bay. Also discussed the potential OSOW and OSOW High Clearance truck routes with the Village of Bellevue Public Works Director and sent him maps of the potential routes for his review.
- Distributed maps of the potential OSOW and OSOW High Clearance truck routes to the Port of Green Bay Director and representatives of WisDOT.
- Conducted a meeting with MPO staff to begin the development of Green Bay Metro’s 2019-2023 Transit Development Plan (TDP). Also discussed developing an online interactive map and survey to collect public input for the TDP, reviewed and commented on drafts of the interactive map and survey, and reviewed and commented on the first draft of the TDP’s first chapter.
- Met with the Brown County Public Works Department Director and Engineering Manager to discuss a proposed modification to the South Huron Road (CTH EA) reconstruction project between Willow Road and STH 29 in the Village of Bellevue.
- Developed a Major Amendment to the 2018-2022 Transportation Improvement Program (TIP) regarding the South Huron Road (CTH EA) reconstruction project between Willow Road and STH 29. Also conducted a public hearing for the proposed TIP amendment, presented the proposed TIP amendment to the BCPC Board of Directors, and answered questions from Board members.
- Developed an approval resolution for the MPO’s 2018 transportation system safety targets.
- Participated in a meeting with the Senior Transportation Planner and representatives of the Town of Ledgeview regarding potential applications for Transportation Alternatives (TA) funding to construct two multiuse trails in the town.
- Reviewed the first draft of a TA project application from the Village of Allouez and discussed the draft application with the Senior Transportation Planner.
- Reviewed and commented on draft surveys that were prepared by the Brown County Mobility Coordinator.
- Completed an MPO freight planning assessment for 2017 at the direction of FHWA.
- Reviewed and commented on a request for proposals (RFP) developed by the East Central Wisconsin Regional Planning Commission for a consultant to conduct a commuter bus service study for the Interstate 41 corridor between Green Bay and the Fox Cities.
- Researched stormwater runoff best management techniques/practices for the development of a stormwater management criterion for the MPO’s Surface Transportation Block Grant (STBG) Process. Also distributed information regarding a potential method of developing a

stormwater management criterion to the BCPC Transportation Subcommittee for review and discussed the information with a Transportation Subcommittee member.

- Participated in an MPO Directors quarterly teleconference.
- Worked with FHWA staff to schedule the MPO's 2018 Certification Review.
- Participated in four training sessions regarding personnel hiring and management that were mandatory for all Brown County department managers and supervisors.
- Completed annual evaluations for the Senior Transportation Planner and the two Transportation/GIS Planners.
- Developed a request to fill a Transportation/GIS Planner position that was vacated in January of 2018.
- Began to develop the MPO's report and reimbursement request to WisDOT for the fourth quarter of 2017.
- Participated in a teleconference regarding changes to WisDOT's method of distributing state and federal transportation planning funding reimbursements.
- Conducted four MPO staff meetings.

The recent major planning activities of Lisa Conard, Senior Transportation Planner:

- Continued collecting data for the *2019-2023 Green Bay Metro - Transit Development Plan* to be issued in 2018.
 - Developed survey for initial public engagement effort.
- Began writing draft report regarding the purchase and use of Green Bay Metro bus passes by the State of Wisconsin Department of Health Services (DHS) Non-Emergency Medical Transportation (NEMT) provider. The report will be presented to the Brown County Transportation Coordinating Committee (TCC) in March of 2018.
- Reviewed two production reports issued by WisDOT regarding local STBG-funded projects.
- Reviewed and updated the MPO Public Participation mailing list.
- Updated the MPO policy and advisory boards' Title VI profiles.
- Prepared PowerPoint regarding the upcoming Transportation Alternatives (TA) program cycle and presented it to the BCPC Board of Directors. The BCPC Board of Directors will have the opportunity to assign an estimated \$725,864 to qualifying urban area projects in the spring.
 - Consulted with WisDOT central office staff regarding the TA funding allocation formula.
 - Participated in a pre-application meeting with local WisDOT staff and consultants representing an urbanized area community regarding two possible trail projects.
 - Participated in a pre-application meeting with WisDOT Northeast Region staff and an urbanized area community regarding a Safe Routes to School infrastructure project.
- Presented the November 2017 edition of the *Green Bay Metro – Quarterly Route Data and Analysis Report* to the Green Bay Transit Commission.
- Consulted with WisDOT staff regarding a possible TIP amendment.
- Consulted with and provided information to Metro staff regarding various service, compliance, and other issues.
- Participated one Specialized Mobility Management Program for Brown County Focus Group meeting.
- Met with the Specialized Transportation Mobility Coordinator and funding partners to discuss work program.
- Participated in a BCPC Board of Directors meeting the evening of December 6.

- Attended the ADRC Board of Directors meeting on December 14. The Section 85.21 grant distribution plan was approved. MPO staff will take over the administration of the program beginning in 2018.
- Participated in the January 10 meeting of the NE WI Regional Access to Transportation Committee. The purpose of the committee is to address issues relating to transportation for low income populations, seniors, and individuals with disabilities. Emphasis is placed on coordination and funding.
- Participated in the Brown County TCC meeting on December 4. Recorded and wrote minutes.
- Participated in the Green Bay Transit Commission meetings on December 13 and January 17.
- Participated in MPO and BCPC staff meetings as necessary.

The recent major planning activities of Dan Teaters, Senior Planner:

- Town of Holland Comprehensive Plan Update
 - Completed a draft of Chapter 7
- Certified Survey Maps (CSMs)
 - Began Review of 22 new CSMs
 - Completed review of 16 CSMs
 - Signed and filed 12 CSMs
 - Cursory review for City of De Pere and City of Green Bay
 - C of De Pere: 1
 - C of Green Bay: 0
- Plats
 - Preliminary Plats
 - Began review of 0 preliminary plats
 - Completed review of 2 preliminary plats
 - Final Plats
 - Began review of 0 final plats
 - Completed review of 2 final plats
 - City Plat Reviews
 - Reviewed one plat in the City of Green Bay and one plat in the City of De Pere pursuant to Wisconsin Statutes Sec. 236.12(2)(b)
- ESA Amendments
 - Completed 0 ESA Plan Corrections
 - Completed 0 Minor ESA Amendments
 - 0 site visits to assess ESA conditions
 - Uploaded ESA amendments to WDNR SWIMS account
- Sewer Service Area (SSA) Amendments
 - Presented SSA amendment to BCPC – T of Ledgeview
 - Uploaded Lawrence SSA to WDNR SWIMS for review
 - Uploaded Ledgeview SSA to WDNR SWIMS for review
- Farmland Preservation Plan Amendment
 - Received certification from DATCP – Dec 2017
 - Updated the BC Farmland Preservation Plan and uploaded PDF to website
- Water Quality Management (WQM) Letter
 - Completed 2 reviews/letters
- WDNR Water Quality Grant

- Completed and uploaded the 4th quarter summary and reimbursement request to SWIMS account
 - Completed the grant final report and uploaded to SWIMS account
- Assisted 71 members of the public or local communities with inquiries related to Farmland Preservation, zoning, natural resources, and/or land division questions.
- Provided additional planning services and ESA-related duties, including advice on inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding allowed and restricted uses within an ESA buffer.
- Pre-application meeting for land division 1/24/18
- Site visit for proposed land divisions 1/19/18
- Attended roundtable discussion for the Lower Fox River Watershed 1/9/18
- Attended BCPC meeting 12/6/17
- Attended staff meetings 12/7/17, 12/21/17, 1/25/18

The recent major planning activities of Devin Yoder, Senior Planner:

- Participated in MPO staff meetings.
- Participated in Brown County Planning Commission staff meetings.
- Attended computer training class for intermediate Microsoft Excel usage.
- Participated in an annual employee performance review.
- Finished updating GIS maps for MS4 permit.
- Continued to update transportation maps and content for Planning Department website. Also practiced website update procedures.
- Attended the ADRC Board of Directors meeting on December 14 to observe the presentation and approval of the 2018 85.21 Plan.
- Attended the Renard Island End-Use Group meeting on December 6.
- Created an online story map showing 2018-2022 TIP projects.
- Met with staff from Curative Connections, ADRC, and Salvation Army to discuss new procedures for the 2018 85.21 Plan. Visited the Curative Connections garage/dispatch center to tour the facilities.

Safe Harbors Study

- Met with BC Planning staff about current project status.
- Attended annual Great Lakes Sport Fishermen's Club monthly meeting to talk about project and solicit feedback.
- Modified existing paper survey.
- Started creating an online survey to post on BCPC website.
- Started researching additional groups to reach out to for input.

Town of Wrightstown Comprehensive Plan

- Met with BC Planning staff to discuss current project status.
- Scheduled status update meeting at Town Board in February.

Town of Green Bay Area Development Plan

- Met with BC Planning staff to discuss current project status.
- Scheduled kickoff meeting at February Town Board meeting.
- Site visit to the Shrine of Our Lady of Good Hope, and to Town Hall.
- Started background research for project.

The recent major planning activities of Todd Mead, Senior Housing Planner:

- Prepared and ordered three (3) interim site inspections for Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program clients.
- Prepared and ordered one (1) interim site inspection for a Brown County Revolving Loan Fund (RLF) Housing Program client.
- Prepared and ordered two (2) housing quality standards (HQS) inspections for CDBG clients.
- Prepared and ordered thirteen (13) final site inspections for CDBG clients.
- Prepared and ordered one (1) final site inspection for an RLF client.
- Prepared and ordered four (4) lead-based paint clearances for CDBG clients.
- Met with seven (7) CDBG clients and the contractors to prepare them for their future rehabilitation projects.
- Opened six (6) new CDBG applications.
- Denied one (1) CDBG application.
- Prepared and closed twelve (12) CDBG Housing Rehabilitation Loans.
- Prepared and closed two (2) Brown County RLF Loans due to change orders.
- Prepared four (4) CDBG Environmental Reviews.
- Prepared and corresponded with five (5) bid documents to CDBG applicants for future rehab projects.
- Reviewed and prepared five (5) mortgage loan satisfactions for existing CDBG clients due to project change orders.
- Reviewed and prepared two (2) mortgage amendments for existing CDBG clients due to project final changes.
- Reviewed and approved two (2) subordinations for existing CDBG clients.
- Attended a Brown County Lead-Based Paint Coalition Meeting.
- Assisted and facilitated NE Wisconsin Regional CDBG Teleconference Meeting.
- Attended staff meetings.
- Prepared, organized, and submitted 4th quarter CDBG report to WDOA-DEHCR.
- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.
- Worked, prepared, and followed up with yearly RLF and CDBG residency letters.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Continued to assist Technology Services & Public Safety Communications with the 911 Computer Aided Dispatch project, addressing & street issues, and other tasks. Weekly conference calls. Lots of changes to addresses, streets, and other GIS datasets were needed to prepare for this.
- Set up and published the mapping system for the new 911 system.
- Provided Public Safety with a GIS data refresh for the current 911 system.
- Continued to participate in the Land Records System upgrade project. Participated in meetings as needed. Discussed document imaging. Successfully tested the state export tool.
- Upgraded the Survey Indexing tool and assisted with working out a bug in the code.

- Continued to configure new GIS server machines. Transferred all data and apps. Worked with Technology Services to configure web sites.
- Closed out the 2017 land information program grant.
- Assisted Planning with an online public input mapping tool.
- Assisted the Emergency Management director with outdoor warning siren planning.
- Updated snowmobile trail maps & apps for the Parks Department.
- Published a new mapping app for the Brown County Health department showing the inspector areas.
- Prepared for the 2020 US Census "LUCA" program (Local Update of Census Addresses).
- Made edits to the GIS database (new subdivisions, street additions/vacations, annexation, addressing, navigability determinations, environmentally sensitive areas, etc.).
- Provided GIS data or other services for private businesses, local governments, and state and federal agencies.
- Assisted many other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

The recent major planning activities of Ker Vang, Planner I (GIS/Transportation):

- Completed invoice letters to the local communities that received addressing services in 2017.
- Assigned five addresses for the Town of Pittsfield, an address for the Town of Eaton, an address for the Town of Green Bay, and an address for the Town of Glenmore.
- Developed an online interactive public input map and an online survey for the development of the 2019-2023 Transit Development Plan.
- Continued to update bus stop data (signage, shelters, sidewalks, ADA accessibility, lighting, etc.). Updated bus shelter ownership data in GIS.
- Updated GB Metro paratransit area boundary and uploaded to the Brown County interactive GIS map.
- Began to collect data for the Green Bay Metropolitan Area Transportation System Performance Measures report. Began to analyze 2017 vessel movement data for all three downtown bridges. Began to analyze 2017 bridge sufficiency data.
- Researched and identified all truck routes in Brown County. Created an interactive GIS online map for all truck routes in Brown County.
- Created two interactive GIS online maps for oversized/overweight high clearance truck routes and oversized/overweight truck routes to and from Green Bay port terminals.
- Continued to update sidewalk inventory and curb ramps using the 2017 aerial photos.
- Created four 36x48 information poster boards for the County Executive.
- Attended the Greater Green Bay Active Communities Alliance monthly meeting on December 6, 2017. Informed the group of and shared a link to an interactive online map of the Brown County Bicycle Facilities created by MPO staff.
- Updated the Planning and Transportation websites as needed.
- Participated in MPO staff meetings as scheduled.
- Participated in monthly PALS staff meetings.